

## Signature instructions for the ETSI Operational energy Efficiency for Users (OEU) Industry Specification Group Agreements

To check if your organisation is an ETSI Member, please use this [http://portal.etsi.org/Portal\\_IntegrateAppli/QueryForm.asp](http://portal.etsi.org/Portal_IntegrateAppli/QueryForm.asp)

### If your organisation is an ETSI Full or Associate Member, or has applied for membership:

You should sign the document “**ETSI ISG OEU Agreement for Members.doc**”. Please prepare the document for signature as follows:

- Page 8, signature page: Please remove the green highlighted text **[[date], [signatory's name], [signatory's title]** and replace it with the name and title of the person from your organisation whose signature will appear on this page, and the date of that signature;
- Page 9, Annex 1: Please insert the relevant details for your organisation (full name, nationality, legal form, identification number or VAT number, and the details of the person to receive any official notifications related to this agreement).  
Delete or strike through the 3 bullets which does not apply to your organisation (The Member represents and warrants that...).  
Please remove all **the green highlighting**.
- No further changes are to be made to the document.

Please sign TWO original copies and send both to ETSI:

Mr Patrick GUILLEMIN  
ETSI  
650 Route des Lucioles  
06921 Sophia Antipolis CEDEX  
France

Tel: +33 4 92 94 43 31  
[patrick.quillemin@etsi.org](mailto:patrick.quillemin@etsi.org)

One copy will be returned to you duly signed by the Director General of ETSI Luis Jorge ROMERO

### If your organisation is an ETSI Observer, or is not an ETSI member:

You should sign the document “**ETSI ISG OEU Agreement for Participant.doc**”

Please prepare the document for signature as follows:

- Page 8, signature page: Please remove the green highlighted text **[[date], [signatory's name], [signatory's title]** and replace it with the name and title of the person from your organisation whose signature will appear on this page, and the date of that signature;
- Page 9, Annex 1: Please insert the relevant details for your organisation (full name, nationality, legal form, identification number or VAT number, and the details of the person to receive any official notifications related to this agreement).  
Delete or strike through the bullet which does not apply to your organisation (The Participant is ...). Please remove all the **green highlighting**.
- No further changes are to be made to the document.

Please sign TWO original copies and send both to ETSI at the above address.

One copy will be returned to you duly signed by the Director General of ETSI. Include any relevant information which should appear on ETSI's invoice (e.g. Purchase Order number etc.)