

# Consumer Product Safety Commission (CPSC)

## Products Registered

### Instructions for Completion

IMPORTANT: One form is required for each regulated product being shipped. If there are multiple, distinct, regulated products included in the shipment, a separate form must be completed for each.

Examples:

- 2 of the same T-shirts require 1 form
- 2 of the same T-shirts and 1 pair of pants requires 2 forms

These instructions apply **only** to the CPSC Registered Products Form. Use this form when the product has an existing, valid record within the CPSC Product Registry. Missing or incorrect data may result in delays, enforcement actions, or refusal of entry.

**Use the Registered Products Form when all of the following are true:**

- The product is already recorded within the CPSC Product Registry.
- A valid Product Registry Identifier exists for the product.
- The product design, materials, manufacturing location, and intended use **have not** changed since registration

**Do not use this form if registration data is outdated or if the product has changed materially since the time of original registration.**

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#### Key Definitions

- Disclaim – The CPSC does not regulate the product or the product is exempt.
  - Intended Use Code – A code used to identify the intended regulatory use or category of the product.
  - Intended Use Code Description – Description associated with the Intended Use Code
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## Applicable Use of Disclaim Codes

A Disclaim Code may be used **only** when the product is not subject to CPSC regulatory requirements or when CPSC data submission is not required for the specific commodity.

The following Disclaim Codes are available:

- **Disclaim Code A – Product Not Regulated by CPSC**

Use this code when the item is **not regulated by the CPSC**, such as products regulated exclusively by another U.S. government agency or items outside the scope of CPSC authority.

- **Disclaim Code B – CPSC Data Not Required**

Use this code when the product may fall within CPSC jurisdiction, but **CPSC reporting is not required**.

**Note:** Selecting a Disclaim Code does **not** eliminate legal responsibility. Improper use of a Disclaim Code may be treated as a false or misleading statement and may result in enforcement action.

In all cases, submission of the form constitutes an attestation made under U.S. law, and responsibility rests with the certifying party and importer of record.

### **Certifying Party**

The party submitting this form will be identified as the certifying party. The certifying party is affirming compliance of the finished product with CPSC regulations including:

- Any certification, testing, or documentation maintained for the product (if applicable) that accurately supports the product's regulatory status;
- If disclaimed, the product is either not regulated by the CPSC, or falls within a recognized exclusion or exemption;
- No material facts have been omitted that would render the product subject to CPSC regulations, certification, or reporting requirements.

The certifying party is responsible for the information provided here and should CPSC require any additional information, it will contact the certifying party

**Use these instructions to help you complete the form**

**Part I. – Product Identification**

**TRACKING NUMBER AND DATE**

Enter the FedEx Tracking Number for your shipment (optional) and the date the CPSC form is being completed (MM/DD/YYYY)

Continue down the form to the chart.

**DISCLAIMED AND NON-DISCLAIMED ITEMS CHART**

Complete the first column of the chart with the line item or part number exactly as shown on the commercial invoice.

**REGISTRY CERTIFIER ID**

Enter the unique identifier assigned to the certifying party in the CPSC Product Registry in this column of the chart.

**PRODUCT REGISTER ID**

Provide the identifier issued by CPSC for the registered product in this column.

**REGISTRY VERSION ID**

Enter the version number associated with the registered product record in this column

**COMMERCIAL DESCRIPTION**

Provide a clear and accurate description of the product consistent with invoice and entry documentation in this column.

**\*\*Fields REQUIRED for Disclaim**

Complete the below information **ONLY** if you have a disclaim code and intended use code.

In the CPSC Disclaimer Code column: enter one of the following:

Code A – Product is not regulated by the Consumer Product Safety Commission

Code B – Consumer Product Safety Commission data is not required

In the “Intended Use Column” enter the applicable intended use code for the product.

**INTENDED USE DESCRIPTION**

This column is required when intended use code 980.000 is reported. Describe the intended use of the product in plain language.

**CERTIFIER INFORMATION**

Provide the full legal name of the certifying company

Enter the name and job title of the individual attesting to the accuracy of the data.

Provide a direct phone number and email address for the certifier

Enter the signature of the certifying individual. Electronic and facsimile signatures are acceptable where permitted.

Enter the date this form is signed (MM/DD/YYYY).

**IMPORTANT NOTE** The certifying party is responsible for the accuracy and completeness of all CPSC data submitted. Submission of this form constitutes an attestation that the information provided is true and correct to the best of the certifier's knowledge and belief.