PCP Participant Sales Revenue Verification

Annually, each licensed Participant in NFRC’s Product Certification Program is required to confirm the applicable revenue category for its **total gross sales** for the past 12 months. Please complete the form attached to this letter by designating the appropriate category of revenues for your company. For this purpose, revenues include revenues from all products regardless of whether the products are NFRC certified. Revenues shall include total gross sales (i) by each subsidiary of the licensee Participant unless that subsidiary is separately licensed by NFRC under its own license agreement and (ii) by the plants listed on the licensee’s Schedule I that are not covered under a separate license agreement with NFRC.

We appreciate your cooperation.

Sincerely,

Airienne D. Jeffery
Product Certification Program Coordinator

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Affidavit

**Instructions:**

Read the statement below and have it signed by an authorized representative of the licensee participant. Attach either an annual report or profit and loss statement in English for the prior calendar year and return this letter to the NFRC. This document will not be processed by NFRC without the required signature.

By signing below, the undersigned licensee Participant represents and affirms to NFRC that the applicable revenue category selected on the attached form is true and correct and that he/she is authorized to make this representation on behalf of the licensee participant.

Company Name: ____________________________________________

Print Name: ________________________________________________

Title: ______________________________________________________

Signature: __________________________________________________

E-mail: ______________________________________________________

Date: _______________________________________________________

Revised 4/15/2016
Please select the appropriate revenue category in the matrix below that applies to your company and submit with the signature and cover letter to Airienne D. Jeffery by fax or e-mail:

Email: ajeffery@nfrc.org  
Fax: 301-220-3129

Company Name: 

<table>
<thead>
<tr>
<th>Licensee’s Total Gross Revenues (Prior Year)</th>
<th>Select Applicable Category (✓)</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; $2 Million (Small Business Program)*</td>
<td></td>
</tr>
<tr>
<td>$2.01 Million – 20 Million</td>
<td></td>
</tr>
<tr>
<td>&gt; $20.01 Million</td>
<td></td>
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</tbody>
</table>

* The NFRC’s Small Business Program also requires completion of the Small Business Affidavit and submission of the previous year’s financials documenting $2 million or less in total gross sales.

If you are interested in taking advantage of membership benefits, please check the box below.

☐ Yes, please contact me about taking advantage of member’s discounts.

E-mail_______________________________________________________________