

# YE STUDENT COMPANY

## PRODUCT/SERVICE APPROVAL FORM

Before you move onto launching your product/service it is a requirement of the Programme that you gain approval for your chosen product or service from Young Enterprise.

YE Student Company Name	
YE Student Company Number ( See My Company Info section of YE Online)	
YE Centre Name (School/College)	
YE Centre Lead Name	
YE Centre Lead Email Address	
YE Business Adviser	
Ye Business Adviser Email Address	
YE Area Board Name	
Email address for YE to correspond with the YE Student Company.	

### PRODUCT(S) OR SERVICE

Please describe in detail the product(s) or service:

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- Yes No Is your product/service listed in the exclusions of the Insurance section of the YE Student Company Operating Framework?
- Yes No Do you plan to produce or manufacture foodstuffs, or buy unbranded food/drink products for consumption
- Yes No Will it involve foodstuffs that are subject to refrigeration and special storage arrangements, or products of a sell by date under three months, or which would have reached the sell by date at time of sale



**Does your product or service involve manufacturing, reconditioning, alteration, repair, sale or supply of:**

- Yes    No    cosmetics and beauty preparations including Henna products and face paints, other than the re sale of proprietary branded products, including soap, perfumes and bath salts
- Yes    No    the manufacture, modification or sale of any product which has to be plugged into the mains electricity supply
- Yes    No    alcohol or tobacco products or events where alcohol or tobacco are being sold or served even if students are not directly involved in serving these products
- Yes    No    gambling activities with the exception of raffles where cloakroom tickets are sold exclusively within the school or college
- Yes    No    goods for animal consumption
- Yes    No    acids, gases including helium balloons, explosives, fireworks and chemicals; drugs and pharmaceutical products
- Yes    No    goods for use in the repair and maintenance of mechanically propelled vehicles
- Yes    No    fertilizers, crop and weed spraying preparations
- Yes    No    travel agents, tour operators or taxi services

**HEALTH AND SAFETY**

- Yes    No    Is your product or service safe and legal?
- Yes    No    Could your product or service physically hurt someone even though it was not intended for this purpose?

How will you ensure safety? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**INTELLECTUAL PROPERTY**

- Yes    No    We have viewed the Intellectual Property (IP) Guidance on Intellectual Property from the Intellectual Property Office and understand that we will be breaking the law if we are infringing anyone else's IP.



- Yes No Does your product incorporate a design that has been copied or adapted from elsewhere?
- Yes No If yes, is it a copyrighted image?
- Yes No If yes, have you gained written permission to sell under your own student company branding?
- Yes No Or is the design one that you created?

**Note:** Using copyrighted material is prohibited unless you have written permission to use the design(s). Written permission should be included.

**Young Enterprise reserves the right to reject any product or service that it deems inappropriate or is not covered by Young Enterprise Insurance.**

**YOU MUST OBTAIN PRODUCT APPROVAL BEFORE PRODUCTION OR SOURCING YOUR PRODUCT/SERVICE**

Student Company Name

Student Company Registration Number

Signed by (on behalf of the student company)

Name

Director Role

Business Adviser Name



Please submit this form via email to your local Young Enterprise Manager. You should receive a reply within 5 working days.

If you have any questions please email [info@y-e.org.uk](mailto:info@y-e.org.uk) or telephone 01865 776845

For YE Use Only

Approved by \_\_\_\_\_

Signature \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

Please file a signed copy in the Product Approval File [M:\Programmes\Company-based\Company Programme\Product Service Approval 2017\\_18](M:\Programmes\Company-based\Company Programme\Product Service Approval 2017_18)

