

# Law Label Services

## Reference and Instruction

### Guide

**Law Label Services**

公司简介和参考指引

## Table of Contents

### 目录

A. Introduction 简介 .....	3
B. Procedure Overview 程序综述 .....	5
C. Timeline for completion 申请进度时间表 .....	8
D. Frequently Asked Questions (FAQ) 常见问题 .....	9
Create an account 建立账号 .....	17
Login 登录 .....	19
Actions – Create New Company Information Page 点击“Actions”创建新的公司信息页面 .....	21
Actions – Download Company Agreement 下载公司服务协议 .....	27
Actions – Submit Registration, Renewal or Other Service Request 选择提交登记注册申请, 更新或者其他服务需求 .....	29
Status – Company Information 服务状态 - 公司信息 .....	40
Status – Requests 服务状态 - 申请服务项目 .....	42
Status – Invoices/Payments 服务状态 - 服务发票/付款 .....	43
Status – Certificates 服务状态 - 证书 .....	44
Vendor Validation Service 供应商验证服务 .....	47
RUSH Service 加急服务 .....	51
Label Design Service 标签设计服务 .....	51
Violation Assistance Service 整改顾问服务 .....	51
CONTACT INFORMATION 联系方式 .....	52

## A. Introduction 简介

Law Label Services was formed to guide your manufacturing or importing company through the process of registering with the state agencies to sell stuffed goods in those states. The list of stuffed goods requiring registration includes pillows, stuffed toys, mattresses, upholstered furniture, quilts and more. The process of registration can be complex with each state having it's own set of law label rules and regulations to follow.

**Law Label Services** 的服务宗旨是协助填充产品的生产商或是进口商, 根据产品销售的州份的法规和条例进行产品登记注册. 需要在销售地区登记注册的填充产品包括枕头(睡枕和装饰枕), 填充玩具, 床垫, 软垫家具, 被褥等. 具体注册的过程和条文要求会根据各个州份而各有差异。

Let's face it, you want to get the company registered as quickly and cheaply as possible. The cost of registering a company is not cheap. Most of it comes from the fees charged by the states and provinces. Unfortunately, that cannot be changed.

高效精准的完成整个登记注册的程序无论对生产商, 零售商还是进口商都是十分重要的, 然而在这个过程中所消耗的费用和时间一直以来都是比较高昂和繁琐漫长, 大部分不可避免的费用来自于各个州府和省份收取的申请费用。

However, we can make the cost of the registration service as low as possible to reduce the overall cost to you. *That's what we offer.*

我们能够协助我们的客户在最短的时间内以最低的成本投入去完成这一繁琐的过程, 这也是我们服务的优势所在。

There are other registration services to choose from. We all offer the same basic services of getting the company registered properly。

**Law Label Services** 和其他同类服务公司一样, 为客户提供同样的服务, 确保登记注册的准确性。

The difference is in the service and cost. The goal of our company is make this process as easy and cost effective as possible for every company. We have reduced our fees to help make this happen. We encourage you to look at our competitors and see what their fees are. ALL of their fees including things like Research and Certificate Storage.

和其他同类服务公司相比, **Law Label Services** 所提供的高效专业的服务和简洁明了的价格结构可以帮助每一位客户在较短的时间里以合理的费用支出完成产品的登记注册。同类服务公司均收取调研费, 证书的存储费用, 使整个登记注册的费用支出居高不下。

Those are free at Law Label Services. We don't charge a 3% credit card fee. We don't charge a wire transfer fee for invoices over \$1000. We certainly don't have any charges by the hour. All of our fees are known before you make a payment. See the Pricing page for our fees.

**Law Label Services** 免除 3%的信用卡付款的手续费和发票金额超过 1000 美元银行转账费用。固定的（非小时收费）服务费用价格帮助每一个客户在付款时清晰了解发票金额。详细价格请参考本文件中的服务费用部分。

We are always trying to improve our services and lower the costs to pass that savings on to you. Our website is plain without any graphics, slideshow collages or videos. Those things cost a lot of money. We would rather give you a lower service cost than have a fancy looking website. We spend our money on upgrading our services. In the near future, we will be adding new services like one low payment per year for renewals and vendor verification for retailers that require it. That's where the value to you becomes important.

**Law Label Services** 一直坚持不懈的持续提升服务品质和努力降低服务成本。简洁有效, 不包含任何图表, 幻灯片和视频包装的网站等将帮助每一个客户得到最高品质的服务。在不久的将来, 客户将可以选择每年以更加低廉的价格去更新证书, 依照零售商的要求加入供应商验证程序, 使每一个客户得到最大的回报和收益。

We will make this process as easy as possible for you, while not making you go broke to do it.

**Law Label Services** 帮助每一个客户将登记注册这一繁琐沉长的过程变得容易顺畅。

Law Label Services takes the worry and hassle away from you and simplifies the processes. Our goal is to "Keep It Simple"!

**Law Label Services** 高效优质的专业技术沟通, 准确规范的数据支持, 清晰的文件和系统化的资料文档为客户节省大量的人力时间, 同时为后续的产品系统管理和登记注册提供了更加稳固的基础。

我们的目标是“让一切变得简单”

## B. Prcedure Overview 程序综述

### Step 1: Create an account with Law Label Services

#### 第一步：建立公司账号

This is simply a user ID, password and your email address. You only need to do this once.

这个步骤只是需要创建用户名称, 登录密码和邮件地址

### Step 2: Login and download the Company Agreement

#### 第二步：登录并下载公司服务协议

Have it signed by a company officer, then Email/FAX it to Law Label Services.

经公司负责人签名后的服务协议文件需要以电邮/传真的方式发回给 **Law Lable Services**.

The Company Agreement ONLY gives Law Label Services the ability to sign the applications and receive communications (email, certificates, etc.) on your behalf. It does NOT give any other rights to Law Label Services. This is required for our registration services.

公司服务协议仅授权 **Law Label Services** 可以代理客户在注册申请表签名, 以及在接下来的注册申请过程中的各方协调沟通 (往来邮件, 证书的代收和保管等等)。

After signing it, email or fax it back to Law Label Services. You only need to do this once.

公司负责人签名后的服务协议文件只需要以电邮/传真的方式提供一次给 **Law Lable Services**.

### Step 3: IF YOU ALREADY HAVE A URN Certificate, send it to Law Label Services

Email or fax a copy of your current, valid, URN Certificate.

第三步: 如果公司曾经申请过统一注册编号, 请提供 (以电邮或是传真的方式) 目前有效的证书的复印件给 **Law Lable Services**.

### Step 4: LOGIN and create a Company Information document

#### 第四步：登录并建立公司信息文件

This document will contain all of the company's information like address, contact names, phone numbers and copies of state registration certificates. This may take a few minutes to fill out, but it is needed to automate the registration process. This information will be used to populate the data on the state registration forms automatically. You only NEED to do this once, but can update it in the future.

公司信息文件主要包括公司名称, 地址, 联系人, 电话号码以及注册证书的复印件。所有要求的信息只需要输入一次, 这些信息会自动地转入需要的各个州府的注册申请表, 在任何时间都可以随时更新。

### Step 5: You are now ready to register with the states

#### 第五步：开始注册申请

Click on the Actions >> Submit Registration, Renewal or Other Service Request to begin.

点击开始提交登记注册,证书更新或者其他服务需求

Choose whether this will be a U.S. registration or Canadian registration.

选择针对的地理区域, 美国或者是加拿大

If you do not have a URN, we will apply for one for you automatically. It will be used for all your future registrations.

如果之前没有统一注册编号, 我们将会自动帮助客人注册申请一个编号, 这个编号将会被用于将来所有的登记注册。

Enter the Factory Information. Enter the label and stuffing information.

输入工厂资料, 标签内容和填充物信息

Enter your payment information. We can accept VISA, Mastercard, American Express or a wire transfer.

输入付款方式和信息. 客户可以选择通过信用卡(维萨卡, 万事达卡, 美国运通卡)或是转账付款

Checkout and submit your label registration request.

选择付款并且提交标签注册服务申请

Step 6: Send stuffing sample to Ohio - (Optional: only if registering in OH)

第六步: 寄送填充物样品至俄亥俄州办公室 – (此要求只限于在俄亥俄州申请登记注册)

Ohio, [Ohio.Bedding@com.state.oh.us](mailto:Ohio.Bedding@com.state.oh.us), requires a sample to test. Send it directly to the Ohio office.

DO NOT SEND SAMPLES TO US. You should send them via courier (DHL or Fed-Ex), not postal service.

The state will send YOU an invoice later with the charges for the testing. You can expect to pay US\$145+ per tested material.

填充物样品需要以快递 (**DHL** 或是 **Fed-Ex**) 的方式直接寄送到州府办公室 (请勿寄送到 **Law Lable Services** 的地址), 具体详细内容可以查阅 [Ohio.Bedding@com.state.oh.us](mailto:Ohio.Bedding@com.state.oh.us)。

州府会在收到样品之后发出测试服务费用发票, 一般是每个材质美元 **145**。

This is only required for Ohio registrations.

You only need to do this once.

目前在美国的十四个州和地区中只有俄亥俄州要求测试样品, 产品只需测试一次。

Step 7: Complete California Application - (Optional: only if registering in CA)

第七步: 加利福尼亚州申请表 - (只限于在加利福尼亚州申请登记注册)

After you have submitted your registration request, we will email you the CA application to sign.

在收到登记注册服务申请后，申请表会以电邮的方式发出。

Please have it signed by a company officer and email it back to us at [info@lawlabel.com](mailto:info@lawlabel.com)

This is only required for California registrations.

签署后的登记注册申请表需要以电邮的方式发回至 [info@lawlabel.com](mailto:info@lawlabel.com)

以上要求仅限于在加利福尼亚州申请登记注册

Step 8: Complete North Carolina Application - (Optional: only if registering in NC)

第八步：北卡罗来纳州申请表 - (只限于在北卡罗来纳州申请登记注册)

After you have submitted your registration request, we will email you the NC application to sign.

在收到登记注册服务申请后，申请表会以电邮的方式发出

Please have it signed by a company officer and email it back to us at [info@lawlabel.com](mailto:info@lawlabel.com)

This is only required for North Carolina registrations.

签署后的登记注册申请表需要以电邮的方式发回至 [info@lawlabel.com](mailto:info@lawlabel.com)

以上要求仅限于在北卡罗来纳州申请登记注册

Step 9: You are complete!

第九步：服务申请完成

In about 4 weeks or so, you will registered to sell stuffing goods in those states!

All the certificates will be sent to us, scanned and attached to your Company Information where you can download them.

在大约四个星期后，产品将会被批准合法地在所登记注册的州份销售，所有的登记注册证书会被发送到 **Law Label Services**，客户可以随时自行下载打印。



## C. Timeline for completion 申请进度时间表

(After Company Information, Company Agreement and Request have been completed)

当所有公司资料, 服务协议和申请信息全部正确提交之后

URN Creation and Assignment  
(After payment is received)  
统一注册编号生成和签发  
(付款之后)

5-7 business days **5-7 个工作日**  
0-2 business days for RUSH service  
加急 **0-2 个工作日**  
The URN is assigned by the state office, so the amount of time required will depend on what states you are registering in  
统一注册编码由州府签发, 所需时间因各州份的不同而异

Submission of all other state applications  
向其他各州份提交申请

0-2 business days **0-2 个工作日**  
(We will send copies of CA and NC applications for company officer signatures. CA/NC applications are usually mailed out within 1 business day of receipt)  
(加利福尼亚州和北卡罗莱纳州的申请表需要公司负责人的签署, 一般会在收到的一个工作日内发出)

Completion of all state certificates  
(You will be notified when completed)  
完成所有州份的登记注册

2-6 weeks, possibly longer  
**2-6 个星期**, 有可能需要更长的时间  
Most states will be completed within 2-4 weeks. OH requires testing which can delay the process by several weeks.  
大部分的州份都会在 **2-4 星期**之内完成所有的程序, 俄亥俄州会因为样品测试的周期而有所延迟。  
Some states become extremely busy at renewal time and this can slow the registration process as well.  
有的州份会因为处理大量的证书更新申请而延缓其他登记注册申请的处理进度。



## D. Frequently Asked Questions (FAQ) 常见问题

### **Terms Use** 采用的专业术语

Certificate, Registration and License all have the same meaning

证书, 注册和执照皆视为同义

Label, Law Label and Tag all have the same meaning

标签, 法规标签和吊牌皆视为同义

Goods, Items and Products all have the same meaning

货物, 物品和产品皆视为同义

### **What is a Law Label?** 法律标签的定义

Law Labels exists to give consumers the knowledge they need to make purchases of stuffed goods. The Law Label contains the composition of the stuffing material, manufacturer details and other information. The Law Label tag is made of long lasting materials like Tyvek.

法律标签一般由耐损性比较强的高密度无纺布材料(特卫强)制做,它为消费者提供有关产品的信息 - 产品填充物料及其百分比,制造商资料和其他的相关信息.针对寝具和家具相关产品, 法律标签也会明确提示 “根据法律规定, 只有消费者可以移除法律标签”. **(UNDER PENALTY OF LAW THIS TAG NOT TO BE REMOVED EXCEPT BY CONSUMER)**.

### **What is a Uniform Registration Number (URN)?**

**统一注册编号 (Uniform Registration Number, URN) 的定义**

A URN is a number (Example: OH 12345 (CN) ) that is assigned for each law label. EACH FACTORY LOCATION MUST HAVE IT'S OWN LAW LABEL! If you company has multiple factories, then you must have each factory registered with a different URN. This number is assigned once by any of the 14 registration states, and then it is used for the applications to all the other states. The URN will be printed on the law labels. It is also used to ensure that the manufacturer is keeping their registrations legal and up to date by the states.

统一注册编号(**Uniform Registration Number, URN**)会印制在法律标签指定的位置,它是由任何 **14** 个注册州份中的一个州签发去包括所有其他的州份,每一个生产商或者生产设施的地址都需要申请一个独立的法律标签.如果一个公司下属多个生产商或是设施,那么每一个生产商或者生产设施的地址都需要申请一个独立的统一注册编号.统一注册编号旨在确保生产商持有合法并且有效的注册登记记录和文件.例如编号(**OH 12345 (CN)**)的前缀字母代表签发号码的州份(**OH-** 俄亥俄州),而编号的后缀字母(**CN-中国**)表示实际制造产品的生产商或是设施所在地(美国州份或其他国家)。

A URN is NOT the same as a Registration Number, or "RN", provided by the U.S. Federal Trade Commission. That is a general business number used for completely different purposes.

统一注册编号(**URN**)和注册编号 (**Registered Number, RN**) 的用途各不相同. 注册编号 (**Registered Number, RN**) 是由美国联邦贸易委员会(**Federal Trade Commission**)发出的注册识别号码.此号码用

作识别美国境内的商业活动,并由《纺织纤维产品鉴别法案》(Textile Fiber Products Identification Act)规管。

### **What is a manufacturer? 生产商的定义**

A manufacturer is defined as the company that owns the factory where the final sewing/enclosing of the product takes place. It is NOT the distributor, wholesaler or importer. If your bedding items are manufactured by another company, THAT company is the manufacturer, not yours.

生产商泛指拥有产品最终缝制封存场地和设施的公司,而不是产品的分销商,批发商,或是进口商。如果申请注册的产品是由其他的公司生产的,那么生产此产品的公司是生产商。

### **What is an Importer? 进口商的定义**

An importer is the company who is bringing the bedding items to the United States for sale by themselves or others.

进口商是指凡是从国外(生产地)进口产品在美国由自己销售或是其他公司销售的公司。

### **What is Registration? 登记注册的定义**

It is simply the act of registering with a state, by the manufacturer or importer, to sell stuffed and bedding goods in that state. As a manufacturer, you MUST register each factory/plant separately. You will be assigned a new URN for each factory/plant. You may register a "joint" license shared with an Importer.

登记注册是简指在美国销售填充和床褥产品的生产商或是进口商向产品销售的州府登记产品信息并获取注册证书的一个法案。

### **What is "Joint" registration? 联名注册的定义**

A manufacturer can share the registration certificate with an importer. This is called a "joint" registration because both the manufacturer and importer company names are on the certificate. THE URN ON THIS TYPE OF CERTIFICATE CAN ONLY BE USED FOR GOODS SOLD THROUGH THE IMPORTER SHOWN ON THE CERTIFICATE. IT CAN NOT BE USED TO SELL GOODS WITH ANY OTHER IMPORTER!

联名注册是指生产商和进口商共同申请和共享一份证书,证书中会同时显示生产商和进口商的公司信息。这种统一注册编码证书仅适用于产品通过证书上显示的进口商销售的情形,如果实际销售产品的进口商信息和证书显示的不一致,此证书则被视为无效。

### **What U.S. States and Canadian Provinces require registration?**

美国和加拿大要求法律标签的州份和省份

目前在美国有 **14** 个州份,加拿大有 **3** 个省份有此要求

States 州/省	Expire Dates 有效期
California – CA 加利福尼亚州	2 Years 两年
Connecticut – CT 康乃狄克州	April 30 每年的四月三十日
Delaware – DE 特拉华州	1 Year 一年
Detroit – DET 底特律	December 31 每年的十二月三十一日
Massachusetts – MA 麻萨诸塞州	1 Year 一年
North Carolina – NC 北卡罗来纳州	January 31 每年的一月三十一日
New York – NY 纽约州	1 Year 一年
Ohio – OH 俄亥俄州	1 Year 一年
Oklahoma – OK 奥克拉荷马州	June 30 每年的六月三十日
Pennsylvania – PA 宾夕法尼亚州	1 Year 一年
Rhode Island – RI 罗德岛州	3 Years 三年
Utah – UT 犹他州	December 31 每年的十二月三十一日
Virginia – VA 维珍尼亚州	1 Year 一年
West Virginia – WV 西维珍尼亚州	June 30 每年的六月三十日

**What products require registration? 需要注册的产品**

Mattresses, Foundations, Futons 床垫, 底层垫, 软垫	Decorative Pillows 装饰枕	Sleeping Bags 睡袋
Bed Pillows 床枕	Dining Room Chairs 餐椅	Sleeping Pads 睡垫
Bicycle Seat 自行车坐垫	Exercise Equipment Cushions 健身器材座垫	Sofa/Couch/Loveseat 沙发
Car Seat Cover/Insert/Heater 汽车座椅外套、内衬, 保温层	Mattress Pads 床垫软罩	Upholstered Dual-Purpose Furniture 装有软垫的多功能家具
Children's Car Seat 儿童安全座椅	Neck/Travel Pillow 旅行枕	Upholstered Chairs 装有软垫的椅子
Comforters 被子	Outdoor Furniture/Cushions 户外家具软垫	Waterbed Products with stuffing 有填充物的水床产品
Crib Bumper Pads 婴儿床护栏软垫	Public Use Furniture 公共场合使用的带有软垫的家具	Wheelchair Pads 轮椅软垫
Cushions 软垫	Reclining Chairs 躺椅	Stuffed Toy 填充玩具

And many more...

Just about any item that contains stuffing is required by at least some states to be registered. We can help you determine what states you need to register your products in. Example: If you do not select Ohio for registration, but sell goods in Ohio, you could be fined or banned from selling in Ohio ever again.

相关的产品种类众多, 任何含有填充物的产品至少会被一个州份要求登记注册。我们提供专业的咨询审核服务帮助客人辨明哪一个州份需要申请产品登记注册。例如: 公司在申请表中没有选择在俄亥俄州登记注册, 而产品却在此州销售, 公司会被罚款并且产品永不允许在俄亥俄州销售。

**Are there any other fees? 是否有其他的费用?**

Yes, Detroit, North Carolina, Ohio, Oklahoma and Pennsylvania charge a per item fee on all renewals. [Click here for more information on the per item fees.](#)

底特律, 北卡罗来纳, 俄亥俄, 宾夕法尼亚这四个州份的会按照产品数目收取证书更新费用。点击下面的链接查询收费标准。

[Click here for more information on the per item fees.](#)

**Why do I have to register? 登记注册的意义**

14 U.S. states require by law the manufacturer and possibly importer to submit an application of registration. That application will allow the manufacturer or importer to sell their goods in that state.

生产商或是进口商必须根据法律的规定，在产品销售所在州份提交登记注册申请，否则将被视为违法行为。

#### **What if I use an importer? 如果产品通过进口商在美国销售应该如果申请？**

If you are a foreign manufacturer, 6 of the 14 required states demand that you AND the Importer must be registered. The other 8 states require that only the manufacturer be registered. Contact your importer and ensure that they are registered.

在这种情况下，**14** 个州份中的 **6** 个州会要求国外的生产商和当地的进口商进行注册登记。其他的八个州份会仅要求国外的生产商登记注册。国外的生产商需要和当地的进口商核对是否已经登记注册。

#### **What if I am an importer? 进口商应该怎样申请？**

Importers must register in six (6) states, California, Connecticut, Detroit, Ohio, Utah and Virginia. The manufacturer must still register in those states since the Manufacturer must be registered where ever their goods are sold. However there are benefits if you register a "joint" license shared with a manufacturer. See above for more information. You must have the manufacturer's URN available when you register.

进口商和生产商都需要在加利福尼亚州，康乃狄克州，底特律，俄亥俄州，犹他州，和维珍尼亚州这六个区域登记注册，或者由生产商提供统一注册编号（**URN**）双方可以申请联名登记注册来简化这一程序。

#### **What testing does Ohio do? 俄亥俄州要求的测试项目是什么？**

Ohio tests the filling materials to make sure the manufacturers are labeling the goods correctly. An incorrect label could cause health problems with certain individuals.

为了避免因为不实标签信息而对消费者造成健康隐患，俄亥俄州要求测试所有的填充材料去确保和标签显示的内容相符合。

#### **What testing does California do? 加利福尼亚州要求的测试项目是什么？**

California requires flammability compliance for upholstered furniture sold in the state.

加利福尼亚州要求所有装有软垫的家具通过防火测试。

COMPLIANCE of filling materials and fabrics with TB 117-2013 for furniture is MANDATORY.

产品必须符合 **TB117-2013** 填充物和纺织品条例。

As of January 1, 2014 California has adopted a new flammability standard for upholstered furniture, referred to as TB117-2013. Manufacturers of upholstered furniture must construct their upholstered



furniture to meet the TB117-2013 requirements. As of January 1, 2015, all upholstered furniture sold in California must meet the TB117-2013 flammability standard. You may visit the CA website for all information regarding the newly adopted standard, TB117-2013 at:

<http://www.bhfti.ca.gov/about/laws/propregs.shtml>.

自 **2014 年 1 月 1 日**起,加利福尼亚州正式颁布针对装有软垫家具的阻燃性测试标准(**TB117-2013**),该标准规定所有的生产商在生产过程中遵守测试标准的要求。自 **2015 年 1 月 1 日**起,所有装有软垫的家具,包括坐垫,大于 **26 英寸**的枕头,床垫必须通过阻燃性测试并符合测试标准 **TB117-2013**。具体内容请参考以下网址: <http://www.bhfti.ca.gov/about/laws/propregs.shtml>。

### **How much does it cost? 各州收取的费用**

The state fees vary from \$5 to \$750. They are usually good for one year. Some states also charge a "Per Item Fee". See the section above for more information. Law Label Services charges \$79 for each state application and \$59 for each renewal.

各个州府收取的费用从 **5 美元**至 **750 美元**各不相同,大部分只是一年有效。个别州府会按照每一个产品编号收费。具体收费标准可以参考上一部分内容。

**Law Label Services** 的服务费用为 **79 美元**针对每一个州份的新登记注册申请服务, **59 美元**针对证书的更新申请服务。

[Click here for more information on the per item fees.](#)

点击以上链接参考按照每一个产品收费的信息。

### **Why does LLS need a Company Agreement from me?**

为什么需要和 **Law Label Services** 签署公司服务协议?

In order to automate and speed up the registration process, Law Label Services will be signing and submitting the applications on your behalf. The Company Agreement gives Law Label Services the ability to sign and submit the application and receive the completed certificates from the states, but nothing else.

目的是为了缩短整个注册的过程, **Law Label Service** 会得到客户的授权去签署和提交申请表,

以及在接下来的注册申请过程中的各方协调沟通(往来邮件,证书的代收和保管等)。

### **What if I don't register? 回避登记注册的后果是什么?**

You will be violating U.S. state laws. You risk the loss of income from not selling your good in the U.S. If you sell your product and it is found to be out of compliance, the product will be pulled from the store or retailer immediately. You will also risk having a fine of \$1,000's levied against your company for each violation.

在美国销售未通过登记注册的产品会被视为违法行为,一经查明,产品会被立即从商场、销售网点撤出,同时会面临针对每一项违法行为 **1000 美元**的罚款。

### **How long does it take? 申请注册需要多长时间?**

Creating an account with Law Label Services and filling in your company information only takes a few minutes.

仅需要花费几分钟的时间登录 **Law Label Services** 的网站填写公司信息。

We can get a URN for you in as fast as 1-2 business days.

统一注册编号最快可以在 **1-2** 个工作日完成。

Law Label Services will take about 1-2 days to submit the applications to the states.

申请表会在 **1-2** 个工作日提交给州府。

It will take an additional 2-4 weeks for the state offices to complete in all the states except California. They will take at least 6-8 weeks.

加利福尼亚州则需要 **6-8** 个星期, 其他州府一般需要 **2-4** 个星期去审核申请并签发注册证书。

### **What if I don't have a URN?**

We will apply for a URN in a state, depending on where you will be selling your goods.

如果之前未曾申请过统一注册编号, **Law Label Services** 将会根据产品的销售代理区域去向当地州府提交注册申请。

### **What if I use Down Feathers? [Go to our Down Feather Help page.](#)**

有关羽绒羽毛制品的要求, 请登录以下链接网页查询。 [Go to our Down Feather Help page.](#)

### **How long does the registration last? 登记注册的有效期有多久?**

All states require yearly registration at a minimum. Below is the list of dates each state uses for expiration:

所有的州都基本上要求最短一年, 具体参考以下各个州的要求



Every February 28 <sup>th</sup> 每年的二月二十八号	North Carolina 北卡罗来纳州
Every April 30 <sup>th</sup> 每年的四月三十号	Connecticut 康乃狄克州
Every June 30 <sup>th</sup> 每年的六月三十号	Oklahoma, West Virginia 奥克拉荷马州，西维珍尼亚州
Every December 31 <sup>st</sup> 每年的十二月三十一号	Detroit, Utah 底特律，犹他州
36 months from date of issue 自签发日起36个月	Rhode Island 罗德岛州
24 months from date of issue 自签发日起24个月	California 加利福尼亚州
12 months from date of issue 自签发日起12个月	Delaware, Massachusetts, Ohio, Pennsylvania, Virginia 特拉华州，麻萨诸塞州，俄亥俄州，宾夕法尼亚 州，维珍尼亚州

### How soon can I register or renew? 证书更新的时间限制是什么？

Your company may make the initial registration at any time. Once you have been issued a URN certificate, you will need to follow the renewal schedule above for each state. You can not renew earlier than 60 days before the expiration date.

最初的登记注册申请可以在任何时间提出，当统一注册编号签发后，则需要根据以上各个州府的更新时间限制去更新证书，所有的更新申请不能在证书过期前 **60** 天提交。

### What if we cancel our request? 如果需要取消登记注册申请服务应该怎样处理？

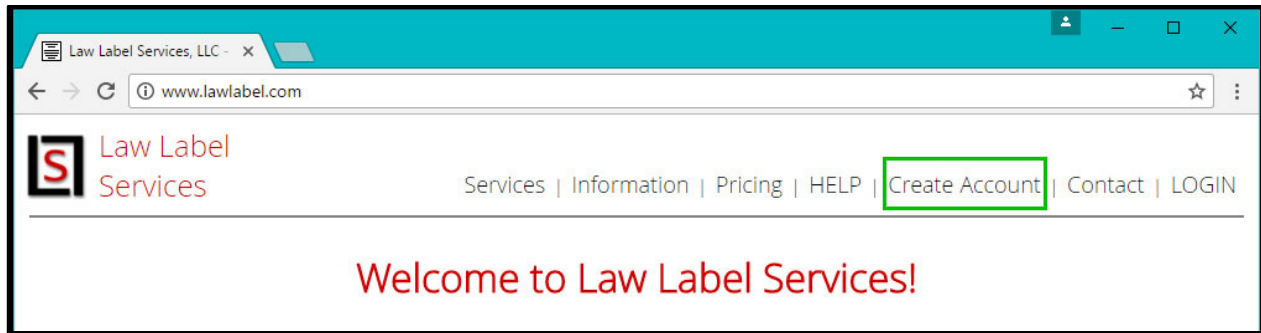
If you decide to cancel before processing of all the state certificates has completed, you will receive a refund of any unpaid state fees (not LLS fees) minus a \$199 cancellation fee.

如果在注册证书签发之前需要取消登记注册申请，除了 **199** 美元的取消服务费用，州府未收取的费用（不包括 **Law Label Services** 的服务费）会被返还，

## Create an account 建立账号

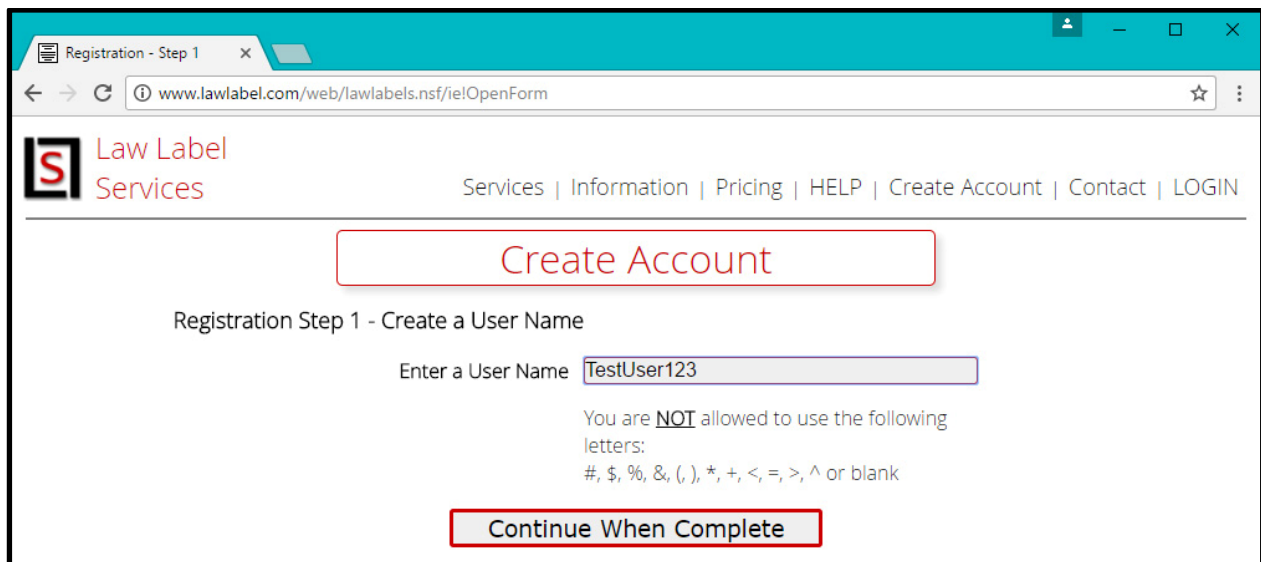
From the home page, click on the “Create Account” link

在以下网站首页点击 **Creata Account** 创建账号



Enter a user name you want to use. We can allow any character in the user name except #, \$, %, &, (, ), \*, +, <, =, >, ^ or blank space.

输入用户名，除了#, \$, %, &, (, ), \*, +, <, =, >, ^ 或是空格键，其他符号都可以使用

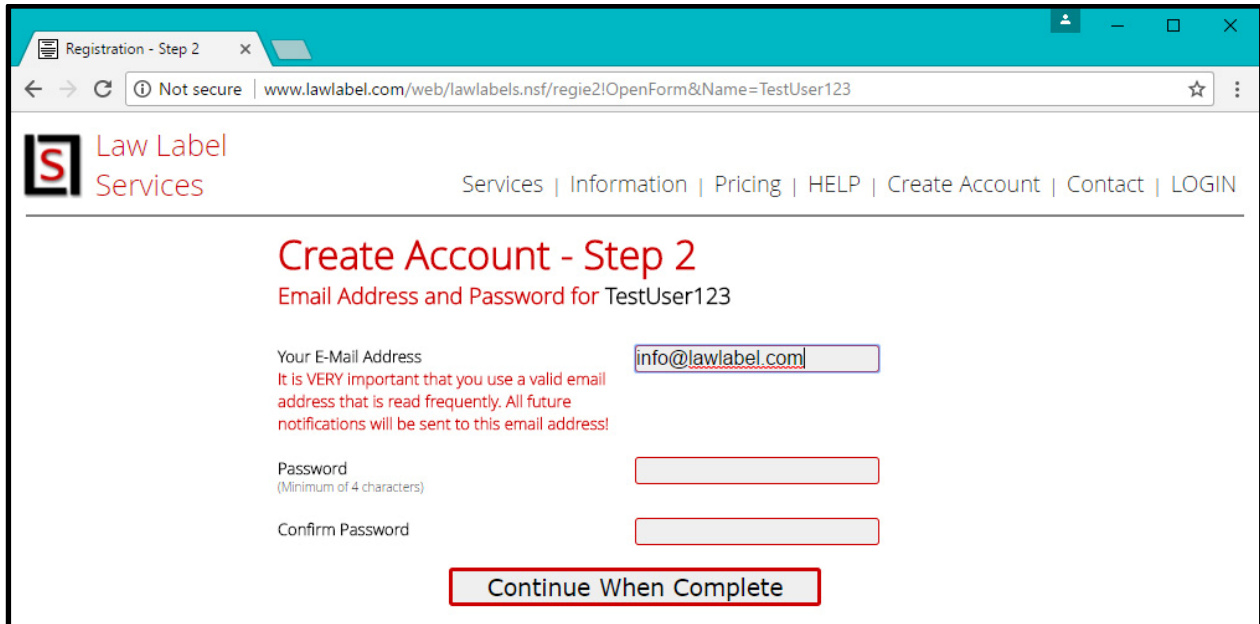


Now enter the email address and password for the account.

输入电邮地址和密码

It is VERY important that you use a valid email address that is read frequently. All future notifications will be sent to this email address!

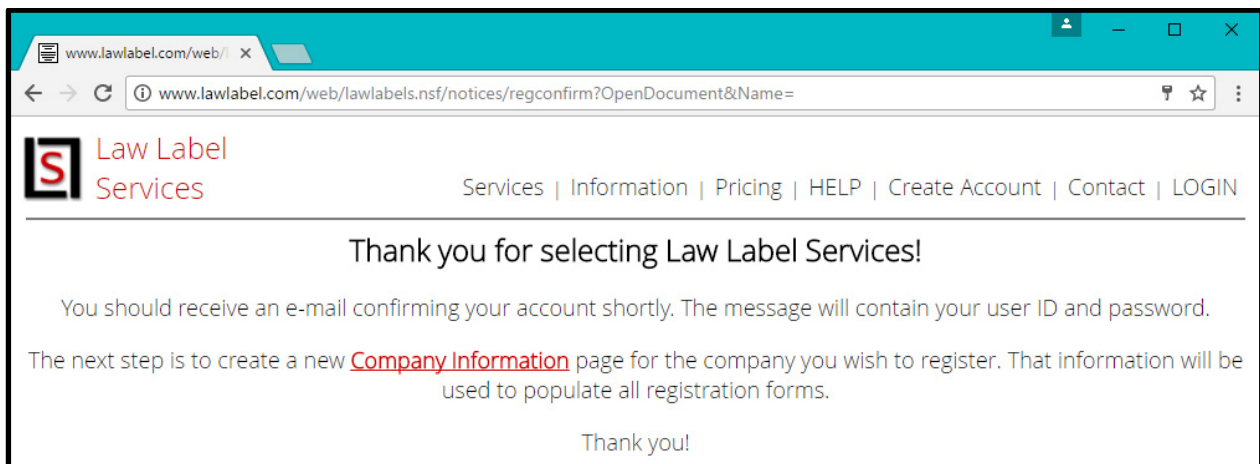
建议使用常用的邮件地址，所有申请的信息都会发送到这一个邮箱！



The screenshot shows a web browser window with the title 'Registration - Step 2'. The address bar shows 'www.lawlabel.com/web/lawlabels.nsf/regie2!OpenForm&Name=TestUser123'. The page header includes the Law Label Services logo and navigation links: Services | Information | Pricing | HELP | Create Account | Contact | LOGIN. The main heading is 'Create Account - Step 2' with the subtitle 'Email Address and Password for TestUser123'. The form contains three input fields: 'Your E-Mail Address' (containing 'info@lawlabel.com'), 'Password' (with a note '(Minimum of 4 characters)'), and 'Confirm Password'. A red text block states: 'It is VERY important that you use a valid email address that is read frequently. All future notifications will be sent to this email address!'. At the bottom is a 'Continue When Complete' button.

You will see the confirmation screen after submitting. An email will be sent to the address you entered confirming the user name and password.

当以上信息提交后就会在屏幕上显示状态确认，确认的邮件也会发送至以上邮箱

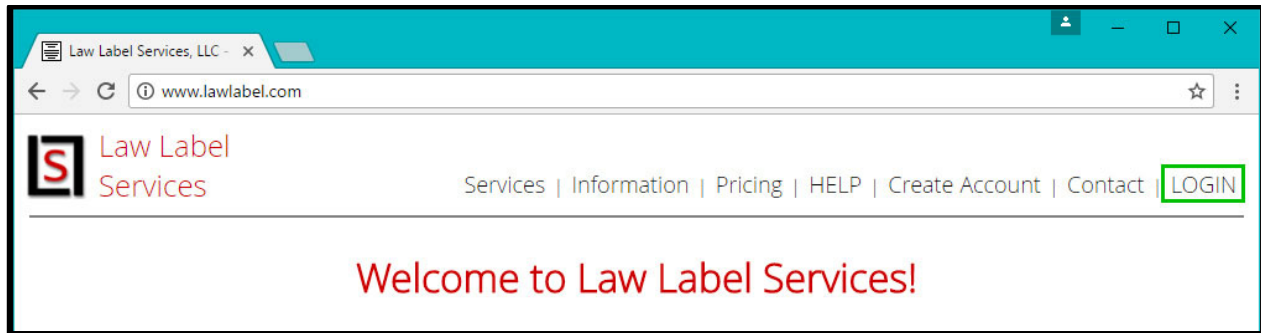


The screenshot shows a web browser window with the title 'www.lawlabel.com/web/'. The address bar shows 'www.lawlabel.com/web/lawlabels.nsf/notices/regconfirm?OpenDocument&Name='. The page header includes the Law Label Services logo and navigation links: Services | Information | Pricing | HELP | Create Account | Contact | LOGIN. The main heading is 'Thank you for selecting Law Label Services!'. The text below states: 'You should receive an e-mail confirming your account shortly. The message will contain your user ID and password. The next step is to create a new [Company Information](#) page for the company you wish to register. That information will be used to populate all registration forms.' At the bottom is a 'Thank you!' message.

## Login 登录

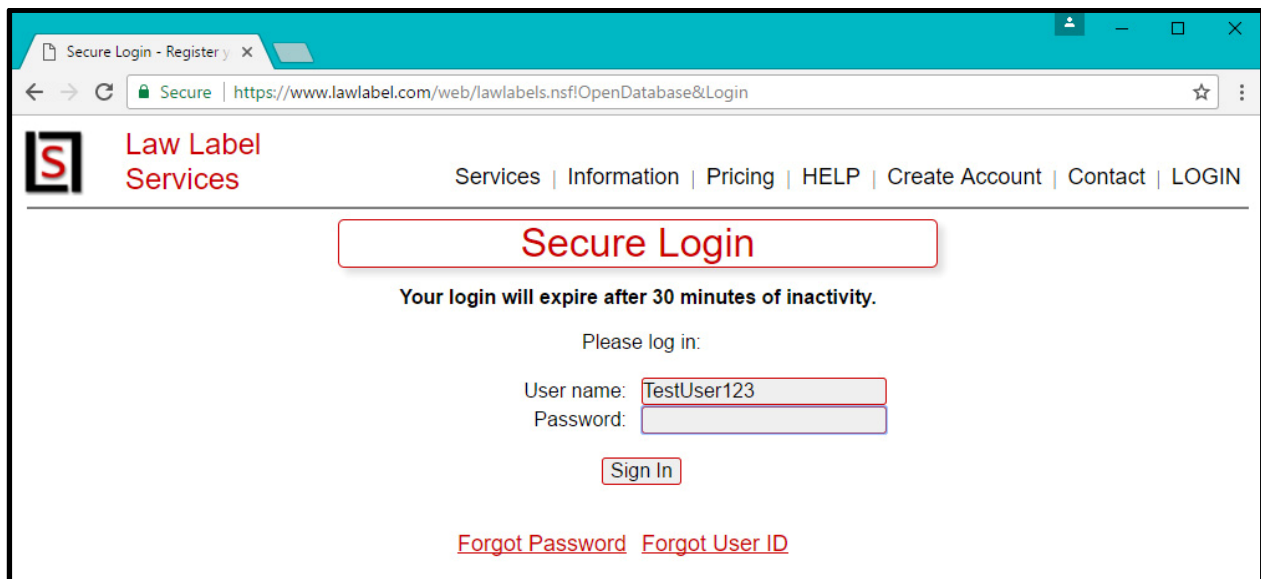
To login to the secure portion of our website, click on the “LOGIN” link from the home page.

登录网页, 点击“LOGIN”



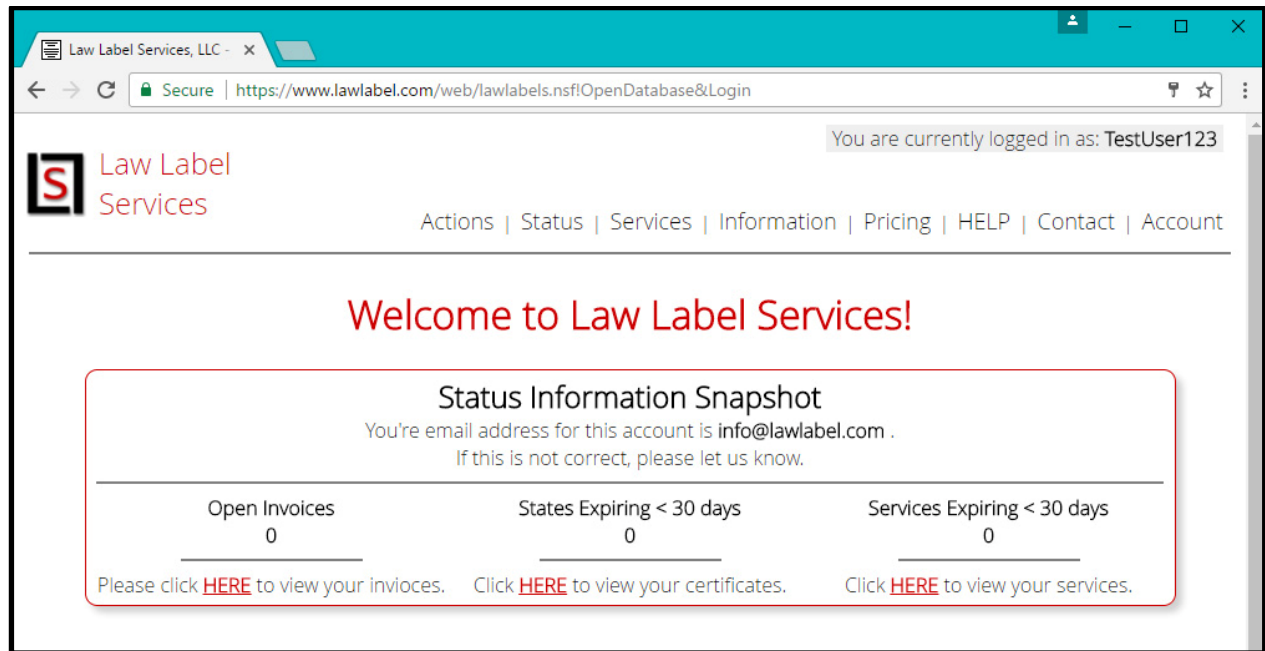
Enter your user name and password.

输入用户名和密码



When logged into the website, you will see a snapshot of your current status. You can click on the direct links below the snapshot to access your information.

登录之后，将会看到登记注册申请的进度总汇，点击红色的链接就可以查询付款情况，登记注册状态，以及相关服务进度信息。



## Actions – Create New Company Information Page 点击“**Actions**”创建新的公司信息页面

The first step for registration or renewal is to create a Company Information page.

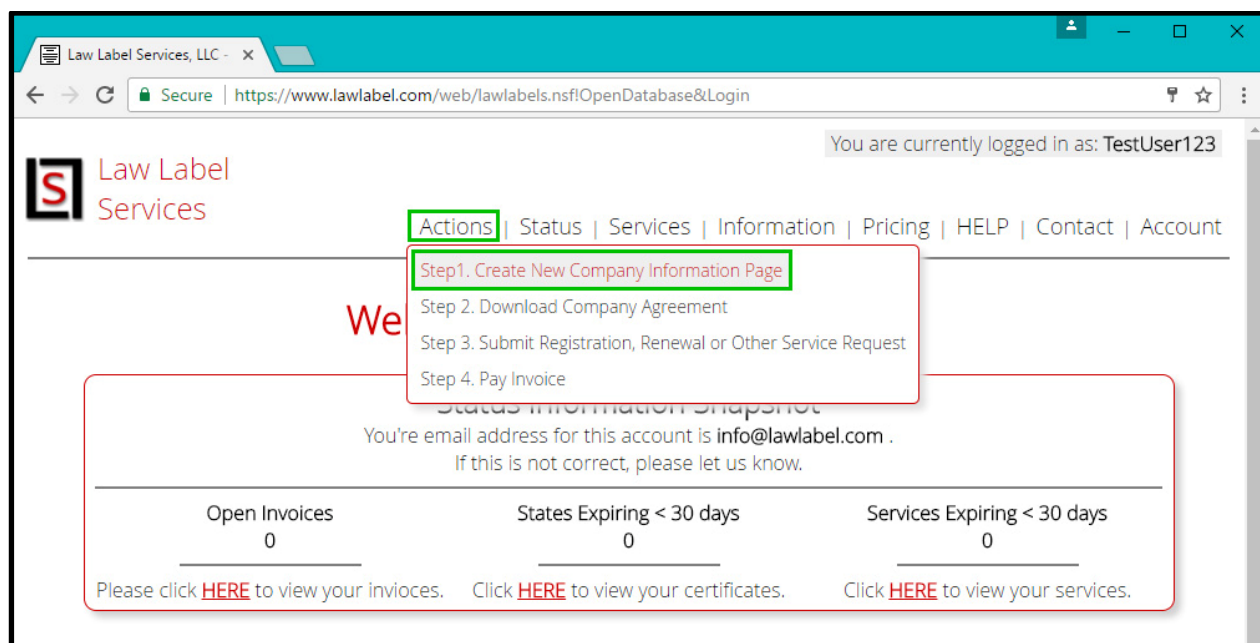
无论是第一次申请登记注册还是更新证书都需要先开始创建公司信息页面。

The Company Information page is required because the information in it will be used to create the registration and renewal forms and requests. You can enter multiple company information pages while logged in to the same user name account if you have multiple companies or multiple factories being registered.

公司信息页面的资料会用于填写后续的登记注册和证书更新的申请表，在这个页面里可以添加多个公司或者工厂的信息。

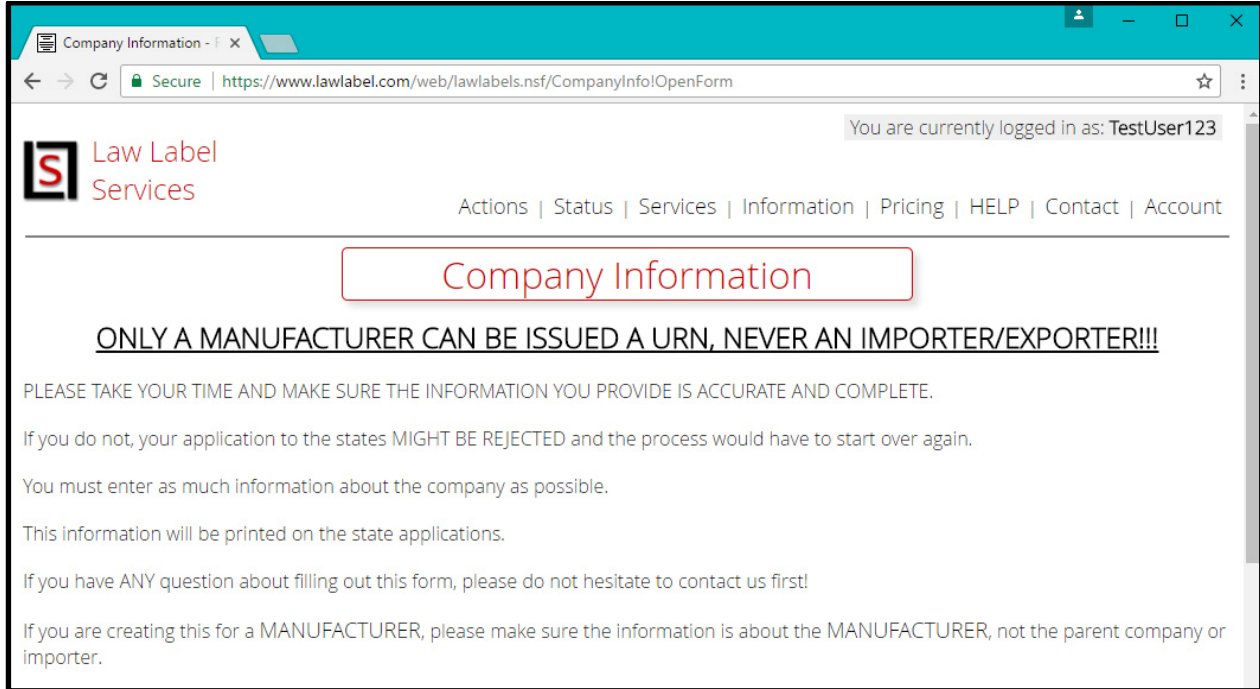
Use the menu to access it.

可以在目录中进行操作。



You will see some basic information at the top of the page. Scroll down to begin entering the information.

页面的上部分会显示一些基本的信息，在页面的下方输入公司信息。



Company Information - X

Secure | <https://www.lawlabel.com/web/lawlabels.nsf/CompanyInfo!OpenForm>

You are currently logged in as: TestUser123

**Law Label Services**

Actions | Status | Services | Information | Pricing | HELP | Contact | Account

## Company Information

**ONLY A MANUFACTURER CAN BE ISSUED A URN, NEVER AN IMPORTER/EXPORTER!!!**

PLEASE TAKE YOUR TIME AND MAKE SURE THE INFORMATION YOU PROVIDE IS ACCURATE AND COMPLETE.

If you do not, your application to the states MIGHT BE REJECTED and the process would have to start over again.

You must enter as much information about the company as possible.

This information will be printed on the state applications.

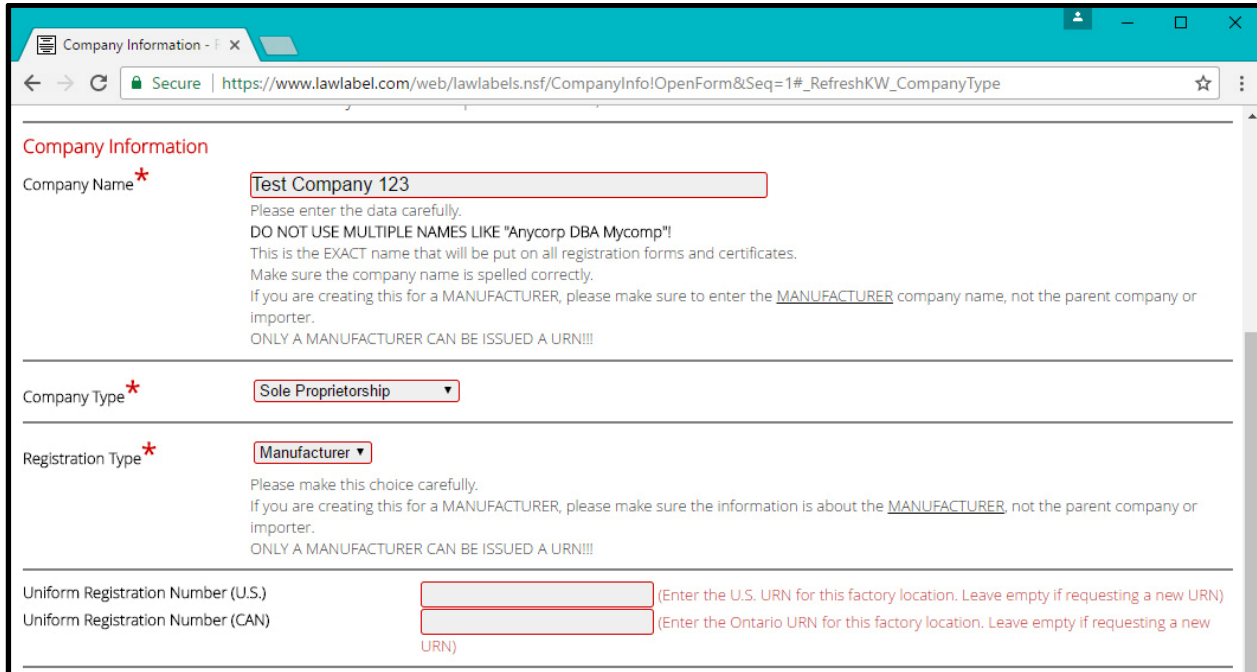
If you have ANY question about filling out this form, please do not hesitate to contact us first!

If you are creating this for a MANUFACTURER, please make sure the information is about the MANUFACTURER, not the parent company or importer.



It is very important to enter the correct name in the Company Name field. This is the name that will be registered and shown on all the certificates. The company name should be the actual company name and not a DBA name. If you already have a valid URN, enter it here.

输入的公司名称将会打印在所有官方的签发的文件和证书上,需要确保使用正确的名称,而不是 **DBA(Doing Business As)** 别称.也可以在此页面填写有效的统一注册编号。



Company Information

Company Name\*

Please enter the data carefully.  
DO NOT USE MULTIPLE NAMES LIKE "Anycorp DBA Mycomp"! This is the EXACT name that will be put on all registration forms and certificates. Make sure the company name is spelled correctly. If you are creating this for a MANUFACTURER, please make sure to enter the MANUFACTURER company name, not the parent company or importer. ONLY A MANUFACTURER CAN BE ISSUED A URN!!!

Company Type\*

Registration Type\*

Please make this choice carefully.  
If you are creating this for a MANUFACTURER, please make sure the information is about the MANUFACTURER, not the parent company or importer. ONLY A MANUFACTURER CAN BE ISSUED A URN!!!

Uniform Registration Number (U.S.)  (Enter the U.S. URN for this factory location. Leave empty if requesting a new URN)

Uniform Registration Number (CAN)  (Enter the Ontario URN for this factory location. Leave empty if requesting a new URN)

Tax ID or Business ID is required for all companies. U.S. based companies will enter the FEIN. All other companies can enter either the Tax ID or the Business ID of the foreign company, depending on what is used to register the company with the foreign government.

在以下页面输入税赋登记号码或是公司注册号码。美国本地公司执行提供国税局的税赋登记号码, 其他海外公司可以提供税赋登记号码或者是公司注册号码。

You will also enter the products that the factory produces here. The list of states and provinces in the pink colored section is just to notify you of the states and provinces that require registration for factories that make those products. **It is not the actual selection of state/province registration.**

在同一个页面的产品清单中选择相应的产品信息, 页面的底部仅显示有要求登记注册的州份和地区, 这并不代表产品最终销售和注册的州份和地域。

Tax Identification Number\*

00-0000000

REQUIRED FOR ALL COMPANIES:

U.S. Companies use FEIN

Foreign Companies use Tax ID or Business ID

PRODUCT INFORMATION SECTION\*

Select All Products this Factory Produces

☒ Bed Pillows

☒ Comforters

☐ Dining Room Chairs

☐ Massage Table

☐ Pet Bedding

☐ Sleeping Pads

☐ Upholstered Dual-Purpose Furniture

☐ Bicycle Seat

☐ Crib Bumper Pads

☐ Exercise Bike

☐ Mattress Pads

☐ Quilts

☐ Sofa/Couch/Loveseat

☒ Upholstered Headboards

☐ Bulk Filling Materials

☐ Cushions

☐ Exercise Equipment Cushions

☐ Mattresses/Foundations/Futons

☐ Reclining Chairs

☐ Stuffed Toys

☐ Waterbed Products w/Stuffing

☐ Children's Car Seat

☐ Decorative Pillows

☐ Inversion Table

☐ Padded Infant Carriers

☒ Sleeping Bags

☐ Upholstered Chairs

☐ Wheelchair Pads

States Required to Register In

☒ California

☒ Connecticut

☒ Delaware

☒ Detroit

☒ Massachusetts

☒ North Carolina

☐ New York

☒ Ohio

☒ Oklahoma

☒ Pennsylvania

☒ Rhode Island

☒ Utah

☒ Virginia

☒ West Virginia

Provinces Required to Register In (Only if registering in Canada)

☒ Manitoba

☒ Ontario

☒ Quebec

Now you will enter the actual factory address and mailing and/or corporate addresses.

The addresses can all be the same or different, but the factory address must be the actual manufacturing facility address.

現在，您將輸入實際的工廠地址以及郵寄和/或公司地址。  
這些地址可以全部相同或不同，但是工廠地址必須是實際的製造工廠地址。

Address Information			
	Factory Address *	Mailing Address *	Corporate Headquarters *
	<small>This must be the exact address of the factory location.</small>		
	<small>( <input checked="" type="checkbox"/> Same as Factory )</small>		
Street/Road 1	8206 Rockville Rd.	8206 Rockville Rd.	8206 Rockville Rd.
Street/Road 2	#194	#194	#194
City	Indianapolis	Indianapolis	Indianapolis
County or District	Marion	Marion	Marion
State or Province	IN	IN	IN
Zip Code	46214	46214	46214
Country	United States	United States	United States

Please enter the contact phone number, name and email address in this section.

在以下页面输入联系电话号码,名称和电邮地址。

The email address can be different from the email address used in the user name account. Most notifications that we send out will be sent to both the user account email and the contact email addresses.

输入的电邮地址可以和建立账号时的地址不同，两个电邮邮箱都会收到我们的邮件。

Phone Information	
Int'l Phone Code *	North America (and Territories) - 1
Other Int'l Phone Code	
Area/City/Local Code *	614
Phone Number *	543-0479
Fax Number	614-543-8348

---

Internet Information	
Website Address	http:// <a href="http://www.lawlabel.com">www.lawlabel.com</a>

---

Contact Person	
Name *	Todd Johnston
Email Address *	<a href="mailto:info@lawlabel.com">info@lawlabel.com</a>

The last section is the company officer or business owner names. Submit the page when completed.

输入公司负责人或是公司法人的信息然后提交。

The states of CA, CT, MA, and VA require the ownership information. Please enter it below.

**SOLE PROPRIETOR/PARTNERSHIP**  
Print owner's name(s), residence address(es), and social security number(s) (SSN)

	Owner / Partner 1 *	Owner / Partner 2	Owner / Partner 3
Name	<input type="text" value="Todd Johnston"/>	<input type="text"/>	<input type="text"/>
		<input type="checkbox"/> Same as Owner	<input type="checkbox"/> Same as Owner
Street/Road 1	<input type="text" value="8206 Rockville Rd."/>	<input type="text"/>	<input type="text"/>
Street/Road 2	<input type="text" value="#194"/>	<input type="text"/>	<input type="text"/>
City	<input type="text" value="Indianapolis"/>	<input type="text"/>	<input type="text"/>
State or Province	<input type="text" value="IN"/>	<input type="text"/>	<input type="text"/>
Zip Code	<input type="text" value="43214"/>	<input type="text"/>	<input type="text"/>
Country	<input type="text" value="United States"/>	<input type="text"/>	<input type="text"/>
Telephone Number	<input type="text" value="614-543-0479"/>	<input type="text"/>	<input type="text"/>
Have you ever been convicted of a felony or misdemeanor, other than minor traffic violations?	<input type="text" value="No"/>	<input type="text"/>	<input type="text"/>
If you answered YES to having ever been convicted of a felony or misdemeanor, give the particulars of each, including penal code sections and/or criminal case numbers.			
<input type="text"/>			

[Click Here to Save the Form](#)

You will see a confirmation page after submitting. You will receive a confirmation email too.


The confirmation page and confirmation email will have instructions on the next steps.

提交以上资料之后显示的确认页面和确认邮件都会包括后续过程的指引信息。

<https://www.lawlabel.com> X

Secure | <https://www.lawlabel.com/web/lawlabels.nsf/notices/CompInfoSubmit!OpenDocument>

You are currently logged in as: TestUser123

 Law Label Services

[Actions](#) | [Status](#) | [Services](#) | [Information](#) | [Pricing](#) | [HELP](#) | [Contact](#) | [Account](#)

Thank you!

Your Company Information has been saved.

If you have not sent a Company Agreement to us, please click on the ["Download Agreement"](#) link in the menu above.

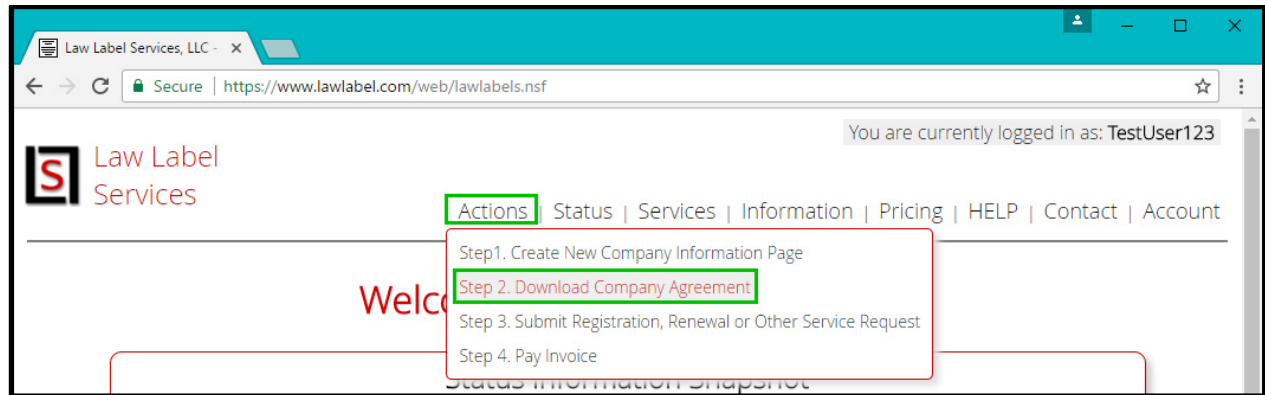
Please have the agreement signed by a company officer and email it to us.

If you need registration, renewal or other service, please click on ["Submit New Request"](#) in the menu above.

## Actions – Download Company Agreement 下载公司服务协议

Use the main menu to access the Company Agreement

运用主目录中的 **Action** 去在链接下面选择下载



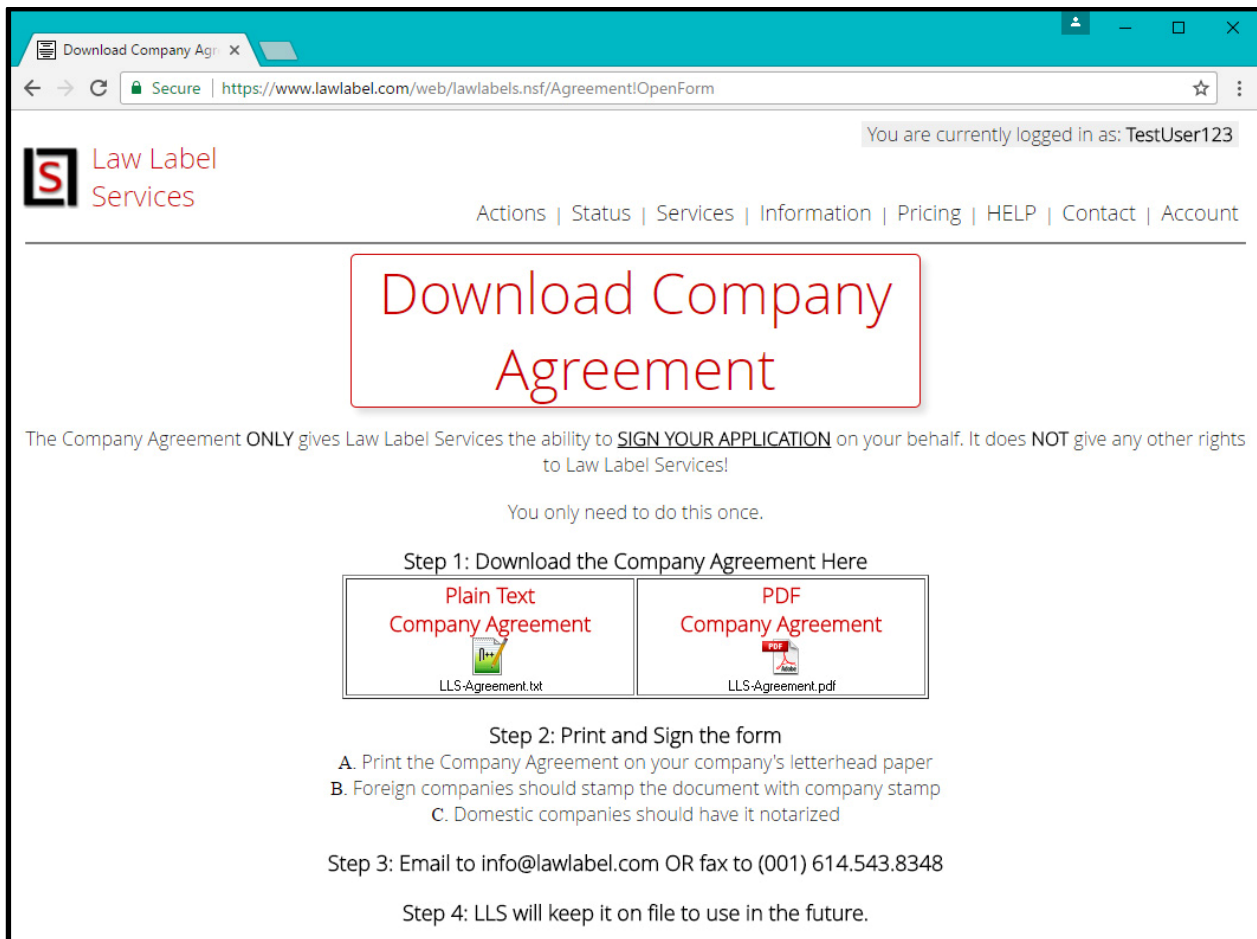
Use the links in this page to download the agreement.

Please have the agreement signed by a factory/company officer of the company being registered.  
Then email it back to [info@lawlabel.com](mailto:info@lawlabel.com).

The company agreement simply allows us to sign and submit the state/province applications for you.

公司负责人签名后的服务协议文件需要以电邮/传真的方式发至 [info@lawlabel.com](mailto:info@lawlabel.com).

公司服务协议仅授权 **Law Label Services** 可以代理客户在注册申请表签名, 以及在接下来的注册申请过程中的各方协调沟通 (往来邮件, 证书的代收和保管等等)。



Download Company Agreement



You are currently logged in as: TestUser123

Actions | Status | Services | Information | Pricing | HELP | Contact | Account

The Company Agreement **ONLY** gives Law Label Services the ability to **SIGN YOUR APPLICATION** on your behalf. It does **NOT** give any other rights to Law Label Services!

You only need to do this once.

Step 1: Download the Company Agreement Here

<b>Plain Text</b> Company Agreement  LLS-Agreement.txt	<b>PDF</b> Company Agreement  LLS-Agreement.pdf
--	---

Step 2: Print and Sign the form

- A. Print the Company Agreement on your company's letterhead paper
- B. Foreign companies should stamp the document with company stamp
- C. Domestic companies should have it notarized

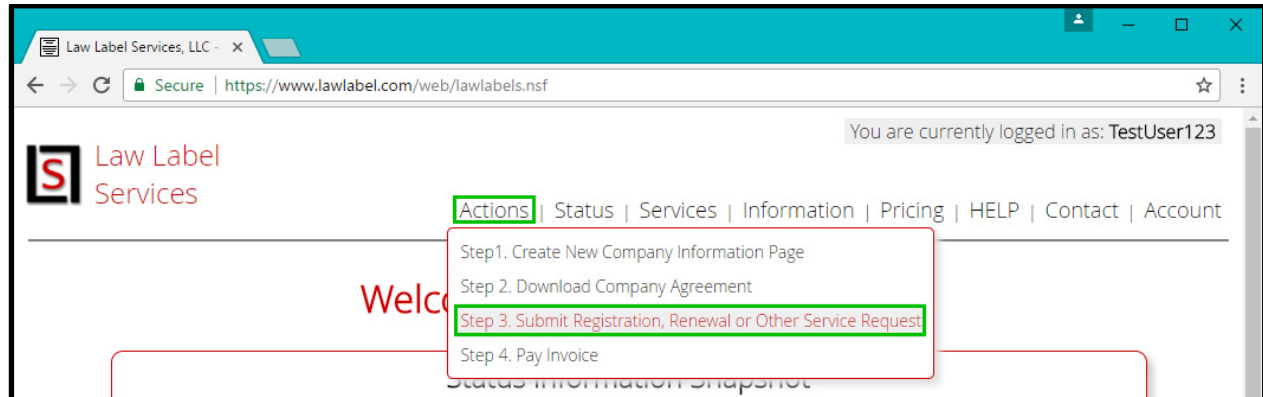
Step 3: Email to [info@lawlabel.com](mailto:info@lawlabel.com) OR fax to (001) 614.543.8348

Step 4: LLS will keep it on file to use in the future.

Actions – Submit Registration, Renewal or Other Service Request 选择提交登记注册申请, 更新或者其他服务需求

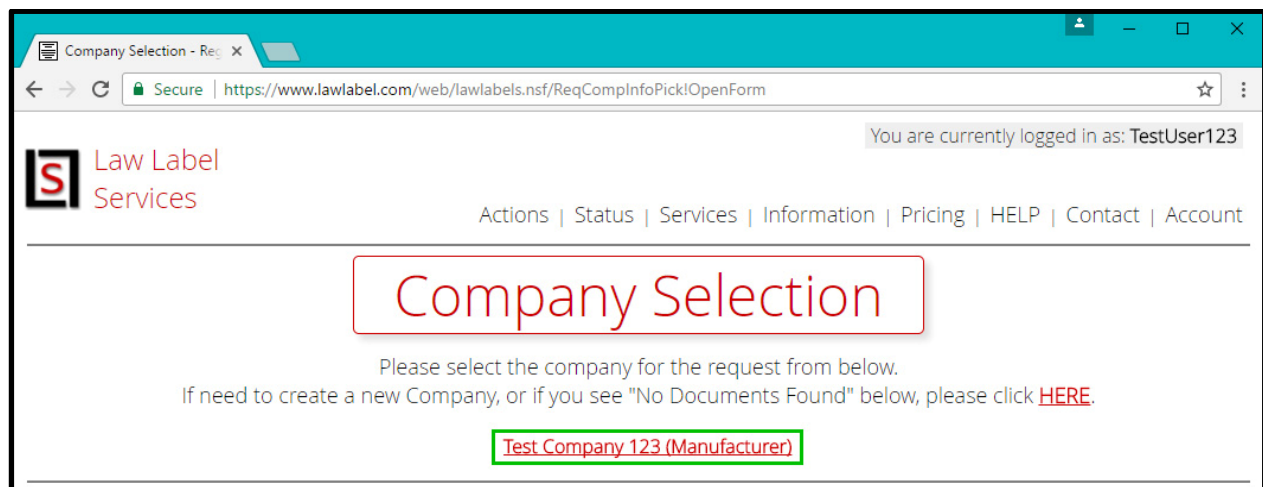
Use the main menu to access the Request page.

运用主目录中的 **Action** 去在链接下面选择提交登记注册申请, 更新或者其他服务需求



Click on the company name that the request is for.

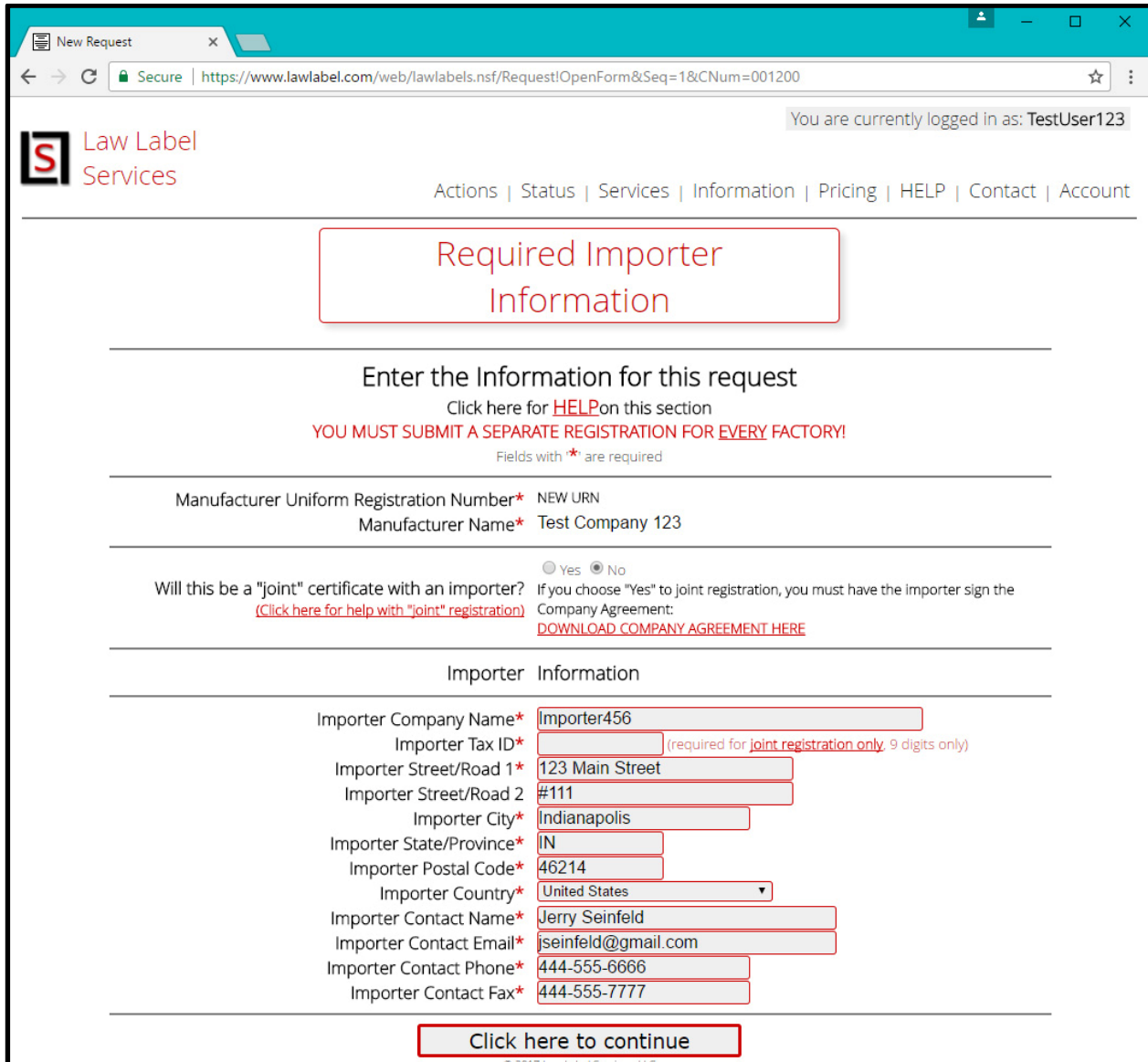
点击 **Company Name** 选择相应的公司名称





All foreign manufacturers are required to provide importer information.

在美国或是加拿大境外的生产商需要提供进口商信息



The screenshot shows a web browser window with the URL <https://www.lawlabel.com/web/lawlabels.nsf/Request!OpenForm&Seq=1&CNum=001200>. The page is titled "New Request" and shows the user is logged in as "TestUser123". The main heading is "Required Importer Information". Below this, it says "Enter the Information for this request" and "Click here for [HELP](#) on this section". A red warning message states: "YOU MUST SUBMIT A SEPARATE REGISTRATION FOR EVERY FACTORY!". A note indicates "Fields with \* are required".

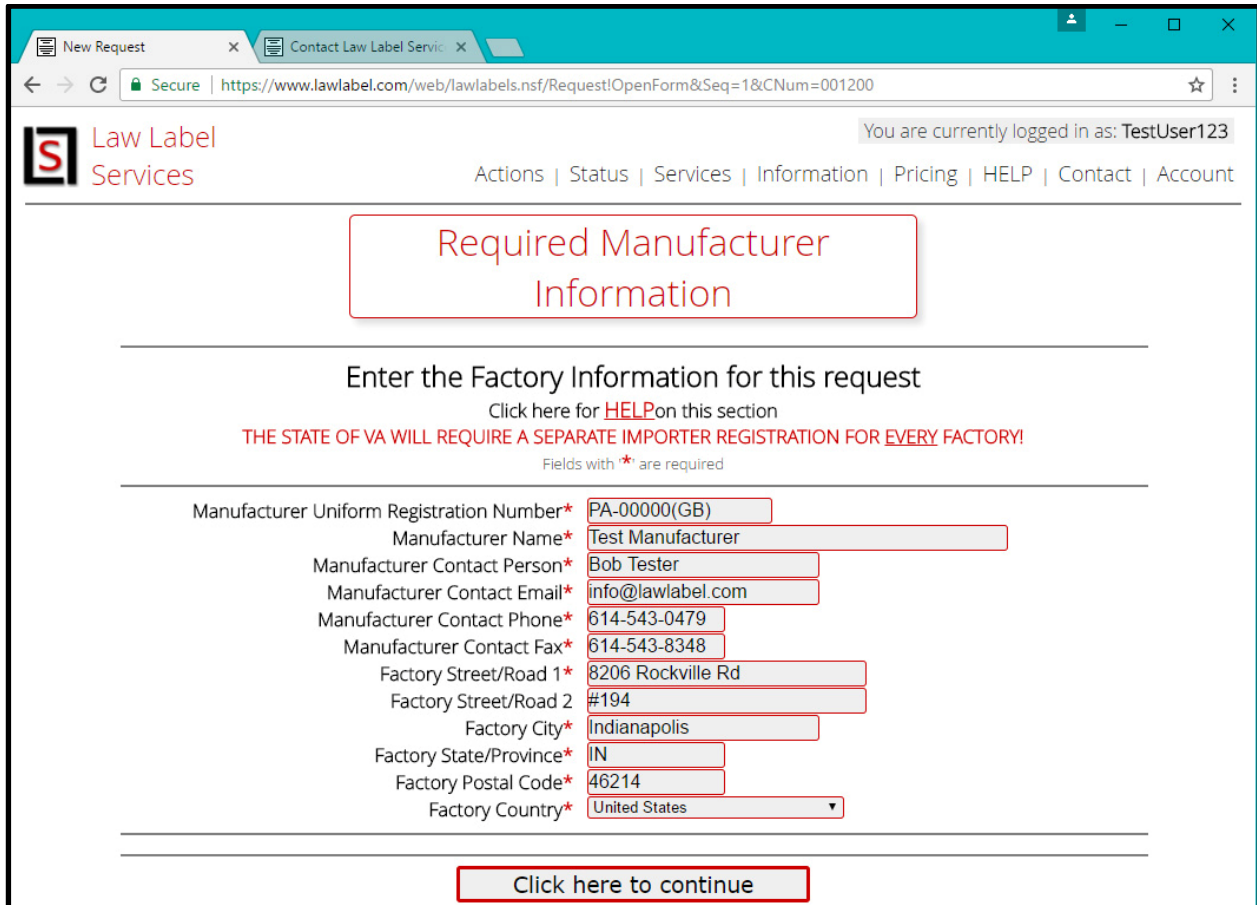
The form includes the following fields:

- Manufacturer Uniform Registration Number\* NEW URN
- Manufacturer Name\* Test Company 123
- Will this be a "joint" certificate with an importer? ☐ Yes ☒ No  
If you choose "Yes" to joint registration, you must have the importer sign the Company Agreement:  
[\(Click here for help with "joint" registration\)](#) [DOWNLOAD COMPANY AGREEMENT HERE](#)
- Importer Information section with the following fields:
  - Importer Company Name\* Importer456
  - Importer Tax ID\* (required for [joint registration only](#), 9 digits only)
  - Importer Street/Road 1\* 123 Main Street
  - Importer Street/Road 2 #111
  - Importer City\* Indianapolis
  - Importer State/Province\* IN
  - Importer Postal Code\* 46214
  - Importer Country\* United States
  - Importer Contact Name\* Jerry Seinfeld
  - Importer Contact Email\* jseinfeld@gmail.com
  - Importer Contact Phone\* 444-555-6666
  - Importer Contact Fax\* 444-555-7777

At the bottom, there is a button that says "Click here to continue".

Importers will enter their manufacturer's information here.

进口商则需要在以下页面提供生产商信息



The screenshot shows a web browser window with the URL <https://www.lawlabel.com/web/lawlabels.nsf/Request!OpenForm&Seq=1&CNum=001200>. The page is titled "Required Manufacturer Information" and includes a "Continue" button. The form fields are as follows:

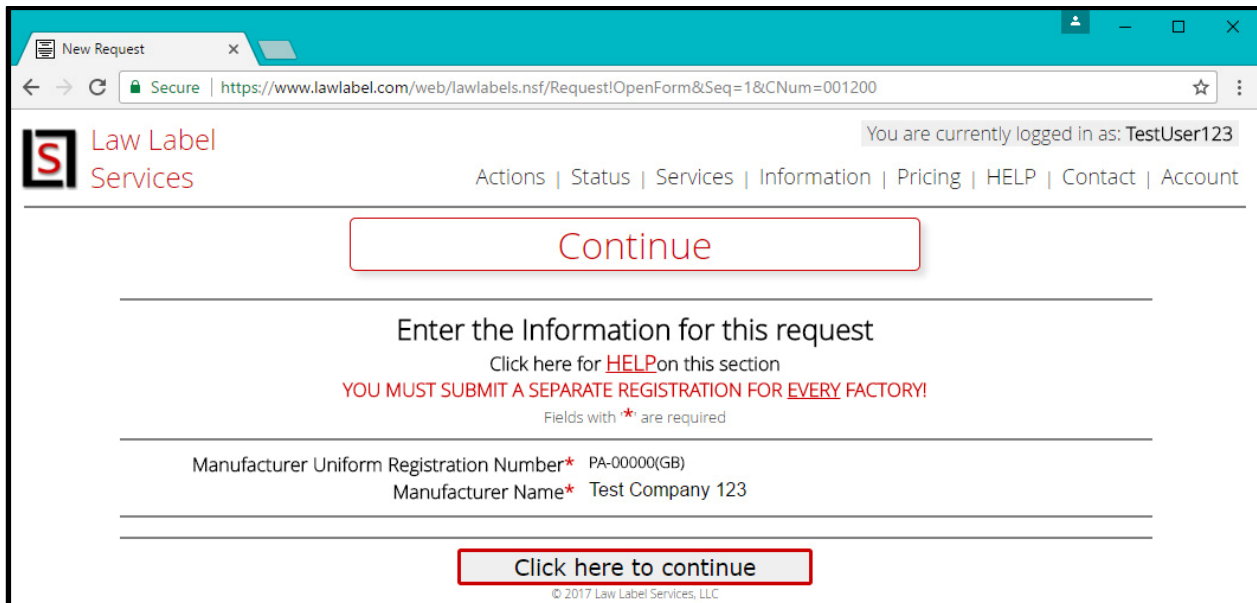
Field	Value
Manufacturer Uniform Registration Number*	PA-00000(GB)
Manufacturer Name*	Test Manufacturer
Manufacturer Contact Person*	Bob Tester
Manufacturer Contact Email*	info@lawlabel.com
Manufacturer Contact Phone*	614-543-0479
Manufacturer Contact Fax*	614-543-8348
Factory Street/Road 1*	8206 Rockville Rd
Factory Street/Road 2	#194
Factory City*	Indianapolis
Factory State/Province*	IN
Factory Postal Code*	46214
Factory Country*	United States

Fields with \* are required.

Click here to continue

U.S. based manufacturers are not required to enter any additional information.

美国境内的生产商不需提供这类信息



The screenshot shows a web browser window with the URL <https://www.lawlabel.com/web/lawlabels.nsf/Request!OpenForm&Seq=1&CNum=001200>. The page is titled "Continue" and includes a "Click here to continue" button. The form fields are as follows:

Field	Value
Manufacturer Uniform Registration Number*	PA-00000(GB)
Manufacturer Name*	Test Company 123

Fields with \* are required.

Click here to continue

© 2017 Law Label Services, LLC

Select the states you want to register or renew. The list of required states is shown at the top of the section, but you may not need all of those states if you your products are not sold there or if this is for renewals.

在页面的顶部的清单中选择需要注册或是证书更新的州份。如果只是证书更新可以忽略这个页面。

**Service Selection**

[GO BACK](#)

Based on the Products selected in the Company Information page, you are **required** to be registered in:  
California, Connecticut, Delaware, Detroit, Massachusetts, North Carolina, Ohio, Oklahoma, Pennsylvania, Rhode Island,  
Utah, Virginia, West Virginia

If this request is part of a "JOINT" registration with a manufacturer, the importer will **NOT** be required to register in Ohio or Utah. Those states will register both manufacturer and importer from 1 application and fee payment.

If you have ANY questions about filling out this form, please contact us first.

Select State(s) for Registration/Renewal	Expire Dates	State Fees
<input type="checkbox"/> California ( <input type="checkbox"/> CHECK IF RENEWAL ) (Requires compliance)	2 Years	\$ 750
<input type="checkbox"/> Connecticut ( <input type="checkbox"/> CHECK IF RENEWAL )	April 30	\$ 100
<input type="checkbox"/> Delaware ( <input type="checkbox"/> CHECK IF RENEWAL )	December 31	\$ 50
<input type="checkbox"/> Detroit ( <input type="checkbox"/> CHECK IF RENEWAL )	December 31	\$ 150
<input type="checkbox"/> Massachusetts ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 300
<input type="checkbox"/> North Carolina ( <input type="checkbox"/> CHECK IF RENEWAL )	February 28	\$ 720
<input type="checkbox"/> New York ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 150
<input type="checkbox"/> Ohio ( <input type="checkbox"/> CHECK IF RENEWAL ) (Requires sample testing)	1 Year	\$ 50
<input type="checkbox"/> Oklahoma ( <input type="checkbox"/> CHECK IF RENEWAL )	June 30	\$ 5
<input type="checkbox"/> Pennsylvania ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 50
<input type="checkbox"/> Rhode Island ( <input type="checkbox"/> CHECK IF RENEWAL )	3 Years	\$ 630
<input type="checkbox"/> Utah ( <input type="checkbox"/> CHECK IF RENEWAL )	December 31	\$ 105
<input type="checkbox"/> Virginia ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 100
<input type="checkbox"/> West Virginia ( <input type="checkbox"/> CHECK IF RENEWAL )	June 30	\$ 50

**Additional Services Offered**

Some states like CT will require extra information be entered.

有些州份，例如康乃狄克州会要求提供更加详尽的信息。

New Request

Secure | <https://www.lawlabel.com/web/lawlabels.nsf/Request!OpenForm&Seq=2&CNum=001200>

or obtain those states will register both manufacturer and importer from 1 application and fee payment.

If you have ANY questions about filling out this form, please contact us first.


Select State(s) for Registration/Renewal	Expire Dates	State Fees
<input checked="" type="checkbox"/> California ( <input type="checkbox"/> CHECK IF RENEWAL ) (Requires compliance)	2 Years	\$ 750
<input checked="" type="checkbox"/> Connecticut ( <input type="checkbox"/> CHECK IF RENEWAL )	April 30	\$ 100
<input type="button" value="Close"/>		
<p>*1. What is the main filling material being used or handled? <input type="text" value="Polyurethane Foam"/></p> <p>*2. Have you ever been licensed in the State of Connecticut? <input type="text" value="No"/></p> <p>If yes, Previous License Number <input type="text"/> and Year Issued <input type="text"/></p> <p>*3. Are Feather and Down or other animal origin materials being used? <input type="text" value="No"/></p> <p>If yes, Location of Sterilization Plant <input type="text"/> Sterilization Permit Number <input type="text"/></p>		
<input checked="" type="checkbox"/> Delaware ( <input type="checkbox"/> CHECK IF RENEWAL )	December 31	\$ 50
<input checked="" type="checkbox"/> Detroit ( <input type="checkbox"/> CHECK IF RENEWAL )	December 31	\$ 150
<input checked="" type="checkbox"/> Massachusetts ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 300
<input checked="" type="checkbox"/> North Carolina ( <input type="checkbox"/> CHECK IF RENEWAL )	February 28	\$ 540
<input type="checkbox"/> New York ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 150
<input checked="" type="checkbox"/> Ohio ( <input type="checkbox"/> CHECK IF RENEWAL ) (Requires sample testing)	1 Year	\$ 50
<input checked="" type="checkbox"/> Oklahoma ( <input type="checkbox"/> CHECK IF RENEWAL )	June 30	\$ 5
<input checked="" type="checkbox"/> Pennsylvania ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 50
<input checked="" type="checkbox"/> Rhode Island ( <input type="checkbox"/> CHECK IF RENEWAL )	3 Years	\$ 630
<input checked="" type="checkbox"/> Utah ( <input type="checkbox"/> CHECK IF RENEWAL )	December 31	\$ 105
<input type="button" value="Close"/>		
<p>*1. Have you ever been licensed for this URN in Utah? <input type="text" value="No"/></p> <p>If Yes, what year? <input type="text"/></p>		
<input checked="" type="checkbox"/> Virginia ( <input type="checkbox"/> CHECK IF RENEWAL )	1 Year	\$ 100
<input type="button" value="Close"/>		
<p>1. What is the Virginia Permit Number? RENEWALS ONLY <input type="text"/></p> <p>*2. Are you registering to sell goods in Virginia as a manufacturer of Bedding OR Upholstered Furniture items? <input type="text" value="Bedding"/></p>		
<input checked="" type="checkbox"/> West Virginia ( <input type="checkbox"/> CHECK IF RENEWAL )	June 30	\$ 50

Additional Services Offered

Now you can select any additional services you may need.

All of these services are described late in this document.

在此页面可以加入其它的服务需求，这些服务会在后面的文档中介绍。

Additional Services Offered			
SERVICE	FEE	QUANTITY	TOTAL
<input checked="" type="checkbox"/> Rush Order ( <a href="#">Pennsylvania MUST be added</a> ) Get the URN in 1-2 business days!	\$ 199	1	\$ 199
<input checked="" type="checkbox"/> Label Design Service ( <a href="#">More Information</a> )	\$ 79	1	\$ 79
Vendor Validation Selection			
<div> <div>Code</div> <div>YDN0007EAM </div> </div> <div>Expiration Date</div>	\$ 199	1	\$ 199
<input checked="" type="checkbox"/> Violation Resolution Assistance ( <a href="#">More Information</a> )	\$ 99	1	\$ 99

You will verify the request information and submit the request.

核准信息的正确性然后提交申请

Submit Request

Test Company 123	
Services	Fees(\$)
California	750
Connecticut	100
Delaware	50
Detroit	150
Massachusetts	300
North Carolina	720
New York	150
Ohio	50
Oklahoma	5
Pennsylvania	150
Rhode Island	630
Utah	105
Virginia	100
West Virginia	90
LLS Registration Fee	1000
LLS Renewal Fee	59

Total Payment: \$ 4436

PAYMENT IS DUE IMMEDIATELY.  
YOUR REQUEST CAN NOT BE PROCESSED UNTIL FULL PAYMENT HAS BEEN RECEIVED.

Comments? Enter them here:

GO BACK

Submit the Request



The invoice for the request will automatically be displayed.

申请服务的发票会自动生成并显示如下。

Click the link to submit the payment type before sending any payments.

在此页面确认服务项目和发票金额，选择付款方式然后确认付款

**THIS STEP IS REQUIRED FOR ALL PAYMENTS, REGARDLESS OF THE TYPE!**

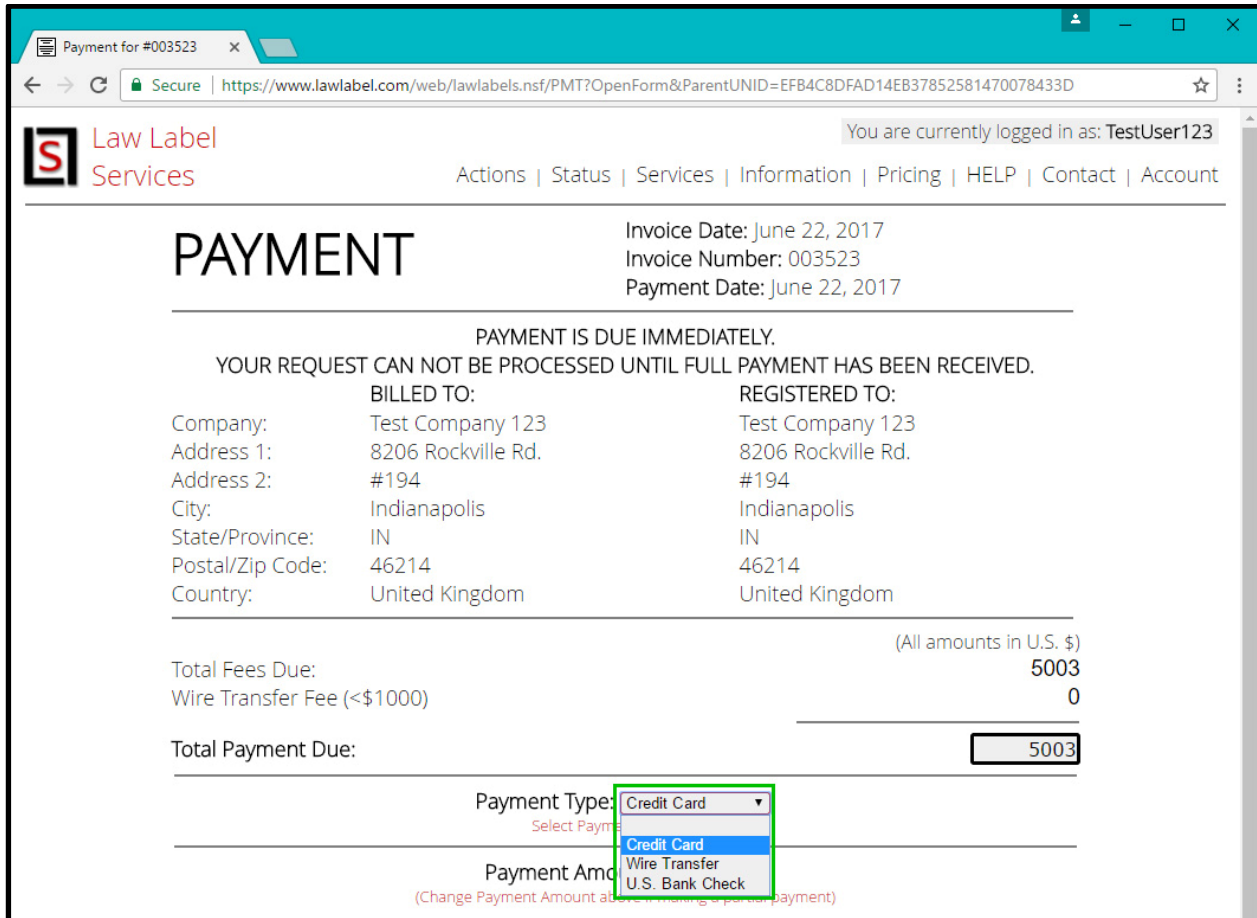
此付款步骤适用于所有的付款方式

<b>INVOICE</b>		Invoice Date: October 04, 2017
No Payment Received		Order Number: 003644
Due Date: November 01, 2017		URN: Not Available
<b>A PAYMENT TYPE IS REQUIRED TO PROCESS THIS INVOICE!</b>		
<a href="#">Click Here to submit Payment Type</a>		
DO NOT SEND ANY FUNDS UNTIL YOU <u>SUBMIT THE PAYMENT TYPE!</u>		
WE CAN NOT ACCEPT ANY PAYMENT UNTIL THIS IS DONE!		
NOTE: This invoice and request will be cancelled if payment is not received by the Due Date above.		
	<b>BILLED TO:</b>	<b>REGISTERED TO:</b>
Company:	Test Company 123	Test Company 123
Address 1:	8602 Rockville Rd.	8602 Rockville Rd.
Address 2:	#194	#194
City:	Indianapolis	Indianapolis
State/Province:	IN	IN
Postal/Zip Code:	46214	46214
Country:	United States	United States
<b>Service Requested</b>		<b>Total Fees US\$</b>
California		750
Connecticut		100
Delaware		50
Detroit		150
Massachusetts		300
North Carolina		180
New York		150
Ohio		50
Oklahoma		10
Pennsylvania		50
Rhode Island		630
Utah		105
Virginia		100
West Virginia		90
RUSH Service		199



Select the payment type from the list.

选择付款方式



Payment for #003523

Secure | <https://www.lawlabel.com/web/lawlabels.nsf/PMT?OpenForm&ParentUNID=EFB4C8DFAD14EB37852581470078433D>

**Law Label Services** You are currently logged in as: **TestUser123**

Actions | Status | Services | Information | Pricing | HELP | Contact | Account

## PAYMENT

Invoice Date: June 22, 2017  
Invoice Number: 003523  
Payment Date: June 22, 2017

PAYMENT IS DUE IMMEDIATELY.  
YOUR REQUEST CAN NOT BE PROCESSED UNTIL FULL PAYMENT HAS BEEN RECEIVED.

Company:	Test Company 123	REGISTERED TO:	Test Company 123
Address 1:	8206 Rockville Rd.		8206 Rockville Rd.
Address 2:	#194		#194
City:	Indianapolis		Indianapolis
State/Province:	IN		IN
Postal/Zip Code:	46214		46214
Country:	United Kingdom		United Kingdom

(All amounts in U.S. \$)

Total Fees Due: 5003  
Wire Transfer Fee (<\$1000) 0

Total Payment Due: 5003

Payment Type: Credit Card

Select Payment Type

Payment Amount:

(Change Payment Amount at checkout or during payment)

If you have chosen to pay with a credit card, the credit card payment page will be displayed.

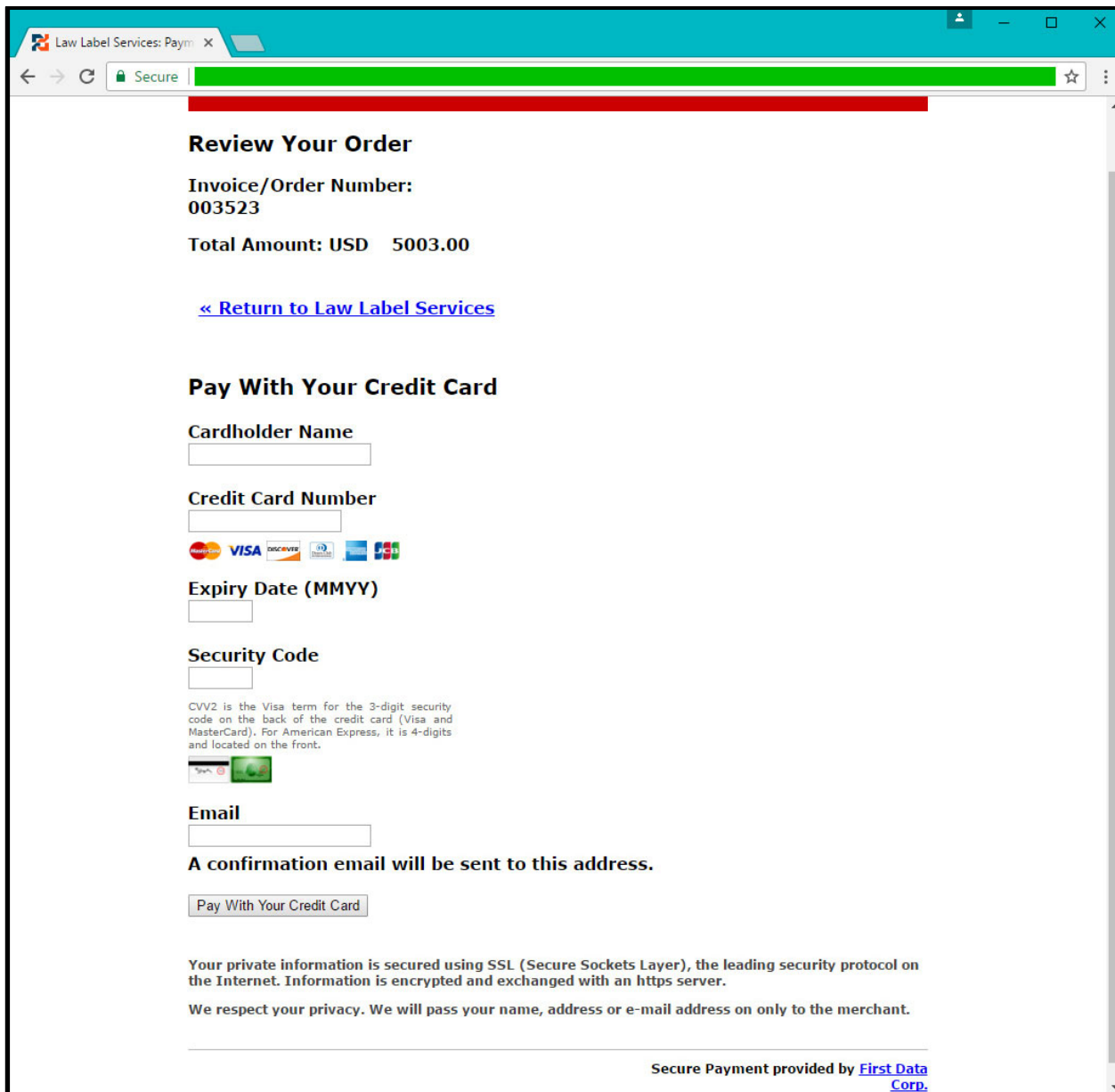
如果选择信用卡付款，可以在显示的相应页面确认付款。

Enter your credit card information and submit the payment.

输入信用卡信息然后提交。

Your payment will immediately be applied to the invoice.

发票信息在付款后会既时更新。



The screenshot shows a web browser window with the title "Law Label Services: Paym...". The address bar shows a secure connection. The page content is as follows:

### Review Your Order

Invoice/Order Number:  
003523


Total Amount: USD 5003.00

[« Return to Law Label Services](#)

### Pay With Your Credit Card

Cardholder Name


Credit Card Number



Expiry Date (MMYY)

Security Code

CVV2 is the Visa term for the 3-digit security code on the back of the credit card (Visa and MasterCard). For American Express, it is 4-digits and located on the front.



Email

A confirmation email will be sent to this address.

Your private information is secured using SSL (Secure Sockets Layer), the leading security protocol on the Internet. Information is encrypted and exchanged with an https server.

We respect your privacy. We will pass your name, address or e-mail address on only to the merchant.

Secure Payment provided by [First Data Corp.](#)

If you have chosen to pay with a Wire Transfer or U.S. bank check, more information will be displayed below. You will need to enter the last 4 digits of the account or the check number here.

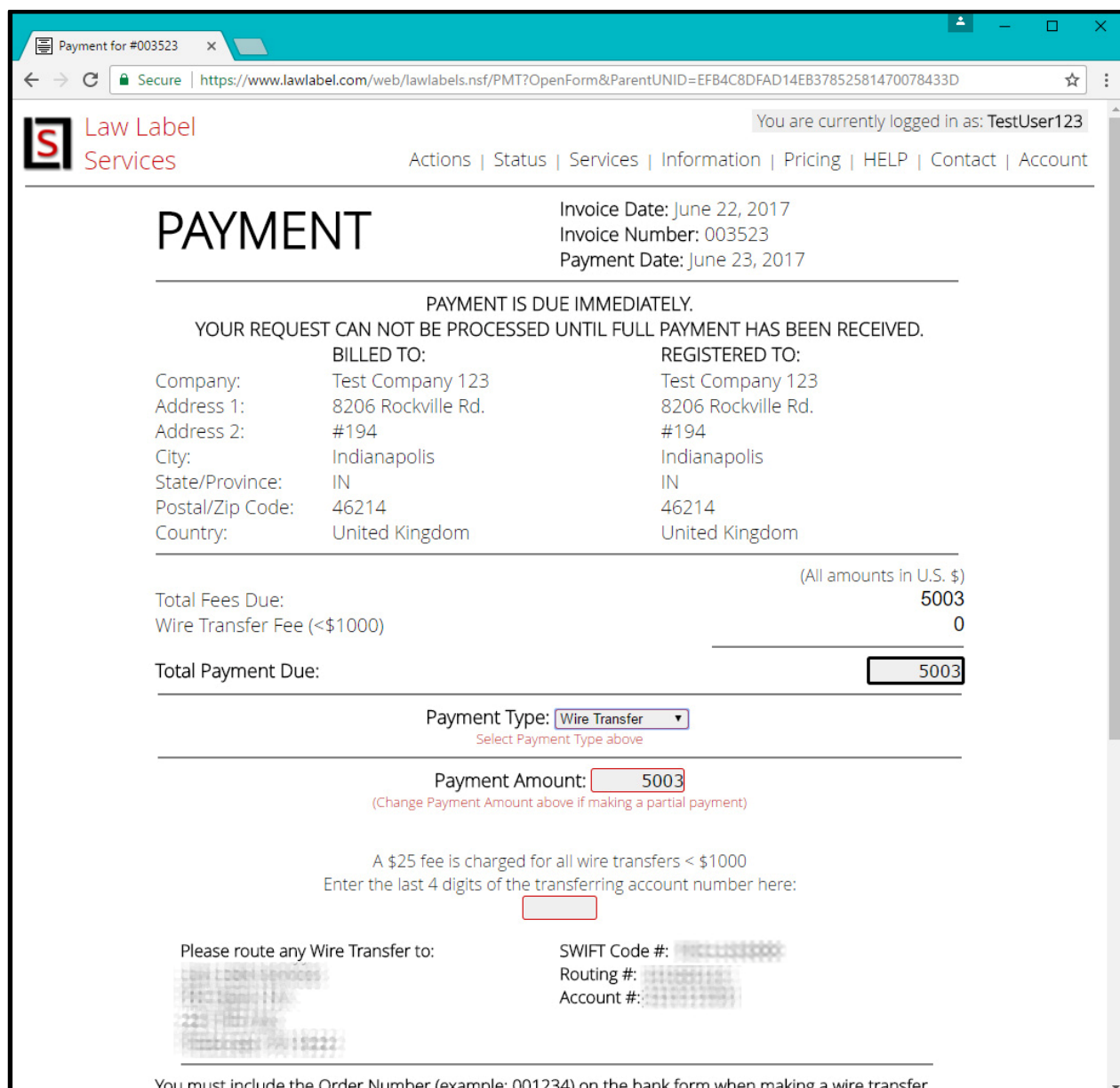
如果选择银行转账付款，则需要输入 4 位数字的银行账户号码或者支票号码。

Then submit the payment page.

然后确认并提交付款。

After we receive the wire transfer or check, we will note this on the payment and invoice and you will be sent a confirmation that the payment has been received.

付款状态会在款项收到之后进行更新。



Payment for #003523

Secure | <https://www.lawlabel.com/web/lawlabels.nsf/PMT?OpenForm&ParentUNID=EFB4C8DFAD14EB37852581470078433D>

You are currently logged in as: TestUser123

Law Label Services

Actions | Status | Services | Information | Pricing | HELP | Contact | Account

## PAYMENT

Invoice Date: June 22, 2017  
Invoice Number: 003523  
Payment Date: June 23, 2017

PAYMENT IS DUE IMMEDIATELY.  
YOUR REQUEST CAN NOT BE PROCESSED UNTIL FULL PAYMENT HAS BEEN RECEIVED.

	BILLED TO:	REGISTERED TO:
Company:	Test Company 123	Test Company 123
Address 1:	8206 Rockville Rd.	8206 Rockville Rd.
Address 2:	#194	#194
City:	Indianapolis	Indianapolis
State/Province:	IN	IN
Postal/Zip Code:	46214	46214
Country:	United Kingdom	United Kingdom

(All amounts in U.S. \$)

Total Fees Due:	5003
Wire Transfer Fee (<\$1000)	0
<b>Total Payment Due:</b>	<b>5003</b>

Payment Type: **Wire Transfer**  
Select Payment Type above

Payment Amount: **5003**  
(Change Payment Amount above if making a partial payment)

A \$25 fee is charged for all wire transfers < \$1000  
Enter the last 4 digits of the transferring account number here:

Please route any Wire Transfer to:

SWIFT Code #: **WELLS33000**  
Routing #: **00001234**  
Account #: **1234567890**

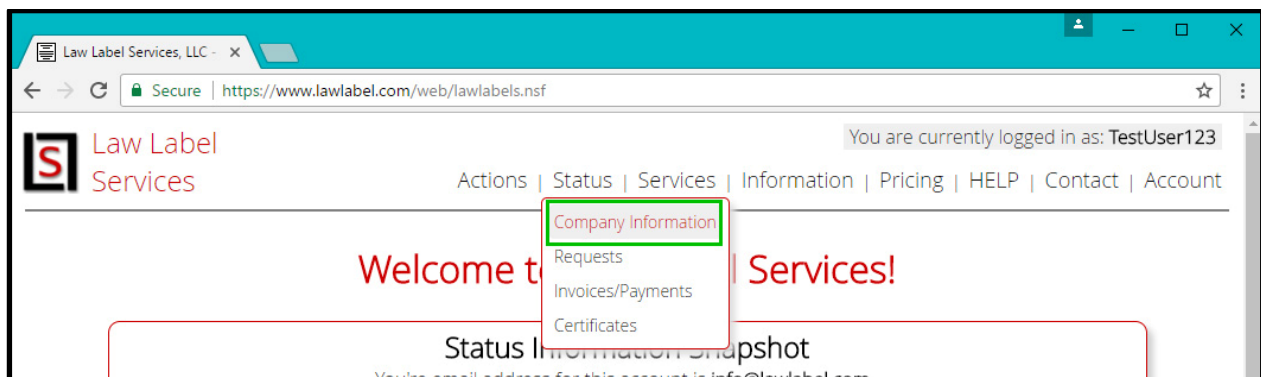
You must include the Order Number (example: 001234) on the bank form when making a wire transfer

## Status – Company Information 服务状态 - 公司信息

This is where you can view or update the Company Information pages. The company information cannot be changed once you have submitted a request. You can send us an email at [info@lawlabel.com](mailto:info@lawlabel.com) to request company information changes.

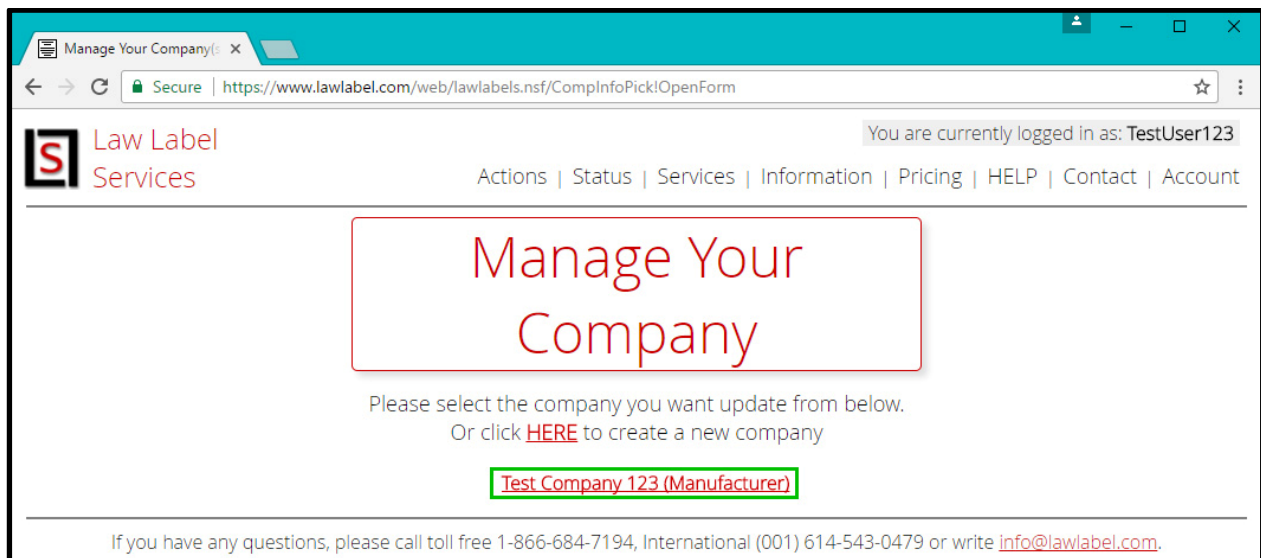
Use the main menu to access the Company Information pages.

点击网站首页的主目录可以进入公司信息页面，这个页面的信息在登记注册/证书更新申请提交之前可以随时查看或是更新，申请提交之后则需要发送邮件至 [info@lawlabel.com](mailto:info@lawlabel.com) 申请更改公司信息。




Select the company you want to view or change.

在以下页面可以选择需要查询或是更新的公司名称。



The company information will be displayed.

以下页面显示公司的基本信息。



You are currently logged in as: **TestUser123**

Actions | Status | Services | Information | Pricing | HELP | Contact | Account

Test Company 123  
Information

Company Information

Company Name\*

Test Company 123

Vendor Validation Program

Participating?

Start Date

Expire Date

Code

No

Company Type\*

Sole Proprietorship

Registration Type\*

Manufacturer

Uniform Registration Number (U.S.)

PA-00000(GB)

Uniform Registration Number (CAN)

00-00000

Tax Identification Number\*

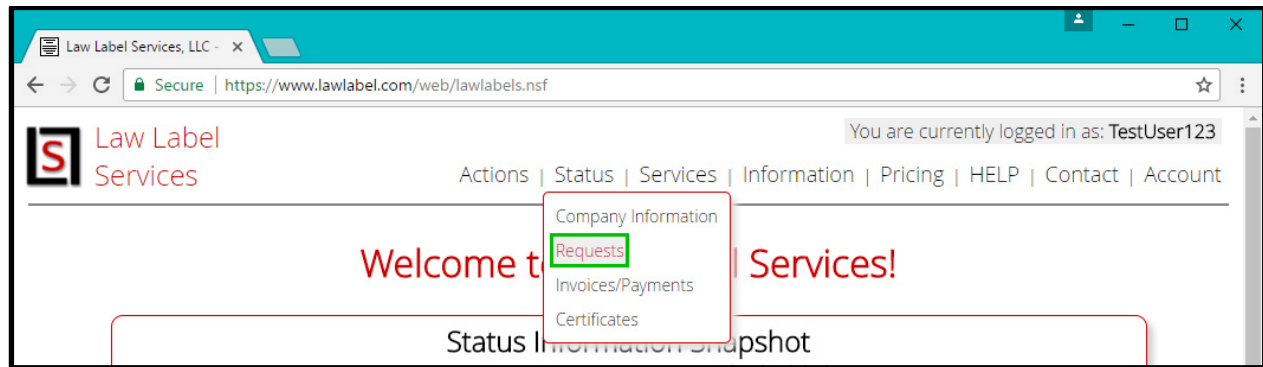
00-0000000

## Status – Requests 服务状态 - 申请服务项目

This is where you can view the current status of any request you have submitted.

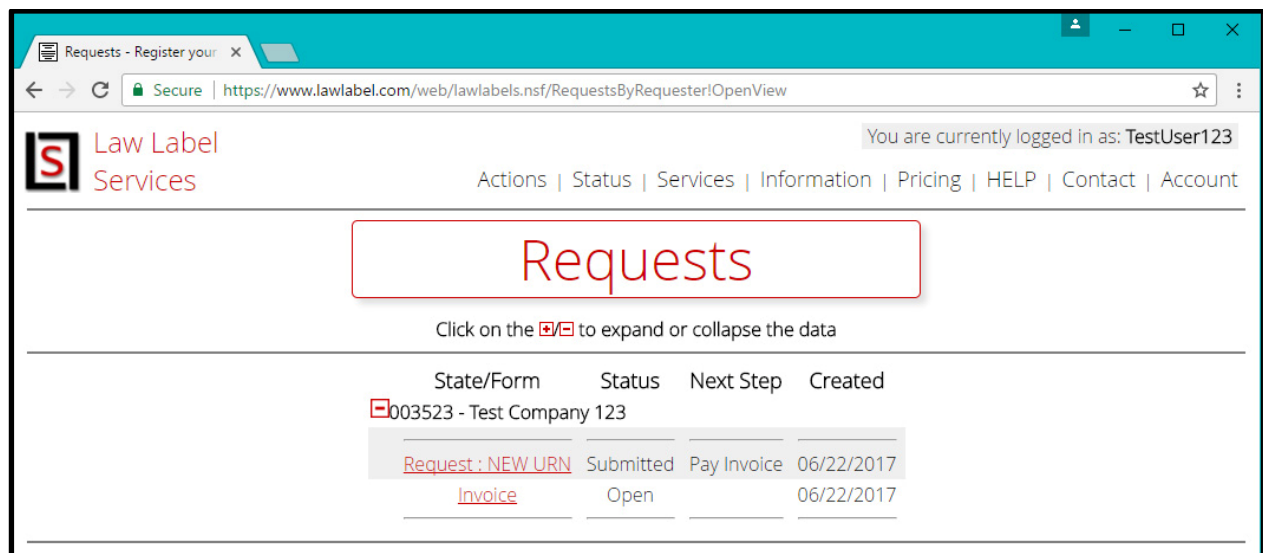
Use the main menu to view the requests.

登录网站首页的主目录查阅服务状态。



Requests with status will be displayed. You can click on the links to view the details.

申请的服务进展会在以下页面显示，点开链接查询详细资料。

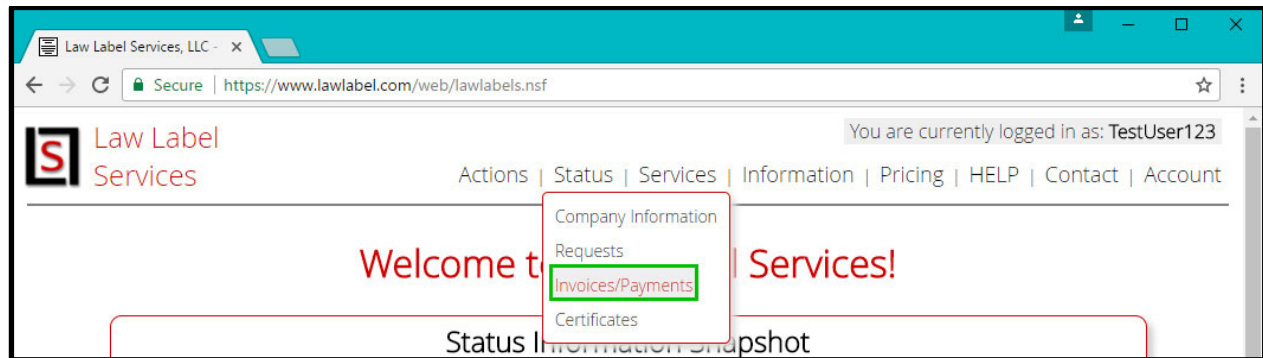


## Status – Invoices/Payments 服务状态 - 服务发票/付款

This is where you can view the current status of any invoices or payments you have submitted.

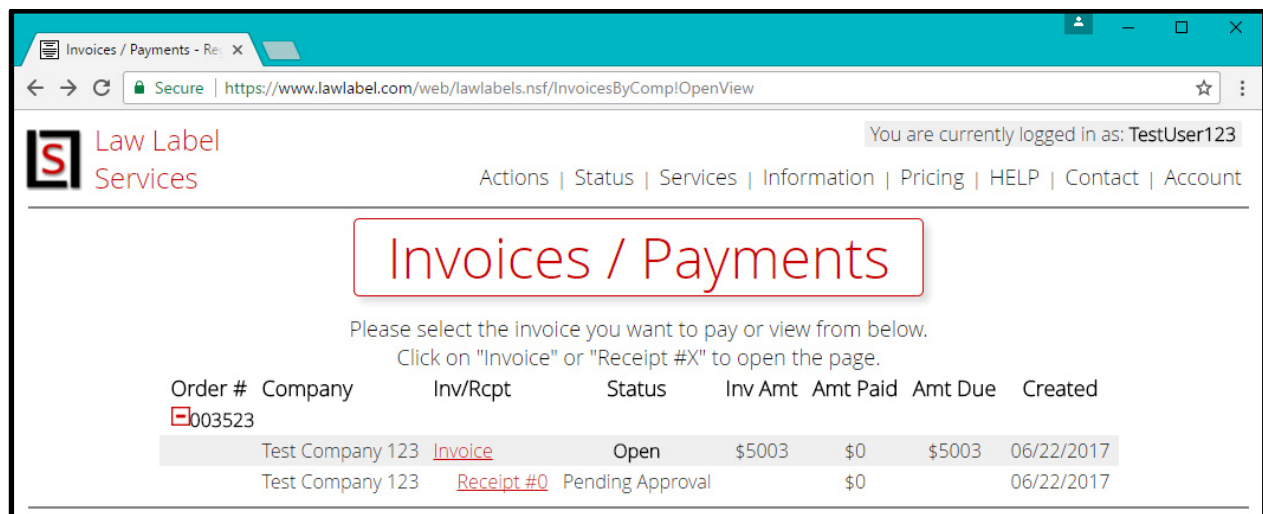
Use the main menu to view the invoices and payments.

在网站首页的主目录下可以查询服务发票具体信息，以及付款记录。



Invoices and payments with status will be displayed. You can click on the links to view the details.

服务发票和付款记录会在以下页面显示，点开链接查询详细资料。



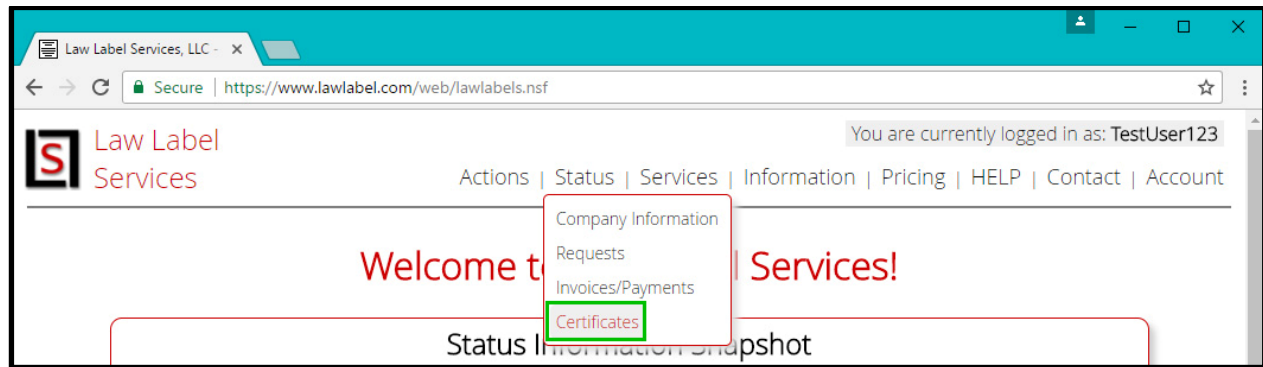


## Status – Certificates 服务状态 - 证书

This is where you can view the current status of your certificates.

Use the main menu to view the certificates.

在网站首页的主目录下可以查询证书签发状态



All of the state certificates are displayed. Click the link to view the certificate details.

You can click the “Certificate File” link to download the certificate .PDF file.

各个州府签发的证书都会在以下页面显示, 点开链接下载证书(PDF 文档)。

Certificates - Register you

Secure | <https://www.lawlabel.com/web/lawlabels.nsf/CertsByCompOpenView>

Law Label Services

You are currently logged in as: TestUser123

[Actions](#) | [Status](#) | [Services](#) | [Information](#) | [Pricing](#) | [HELP](#) | [Contact](#) | [Account](#)

Certificates

Please select the certificate you want to view from below.

Click on the Company Name to open the page, or click on "Certificate File" to open the certificate in a new window.

[CLICK HERE TO REGISTER OR RENEW ANY OF YOUR CERTIFICATES](#)

Company	URN	State	Certificate	Validated?	Exp Date
<a href="#">Test Company 123</a>	00-00000	Manitoba	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	00-00000	Ontario	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	00-00000	Quebec	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	California	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Connecticut	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Delaware	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Detroit	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Massachusetts	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	North Carolina	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Ohio	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Oklahoma	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Pennsylvania	<a href="#">Certificate File</a>	✓	06/30/2018
<a href="#">Test Company 123</a>	PA-00000(GB)	Rhode Island	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Utah	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	Virginia	No Certificate	✗	Not Entered
<a href="#">Test Company 123</a>	PA-00000(GB)	West Virginia	No Certificate	✗	Not Entered

45 | Page

This is what a certificate stored in our system will look like. You can click on the .PDF link to download the certificate.

在以下证书存储系统的页面点击 **PDF** 链接下载证书。



## Vendor Validation Service 供应商验证服务 (Vendor Validation)

Vendor Validation service is designed to enable the importer or retailer to monitor the manufacturer's registrations to prevent costly violations and fines for improper or non-existent registrations.

供应商验证服务(Vendor Validation)旨在协助进口商或者是零售商监督生产商的登记注册状态,以避免因为不完整或是缺失的登记注册而造成巨大的经济损失。

If your retailer or importer has asked that your manufacturing company participate in Vendor Validation, you will need click on the code selection menu and select the code the retailer or importer has given you. This can be found in the Additional Services section of the request.

如果进口商或是零售商要求生产商参与供应商验证 (Vendor Validation) 程序,则需要在以下页面点击代码选项目录然后选择由零售商或是进口商提供的代码。此服务项目可以在网页主目录中的其他服务需要中选取。

Additional Services Offered			
SERVICE	FEE	QUANTITY	TOTAL
<input type="checkbox"/> Rush Order ( <a href="#">Pennsylvania MUST be added</a> ) Get the URN in 1-2 business days!	\$ 199	0	\$ 0
<input type="checkbox"/> Label Design Service ( <a href="#">More Information</a> )	\$ 79	0	\$ 0
<div> <div>Vendor Validation Selection</div> <div> <div>Code</div> <div>Expiration Date</div> </div> </div> <div> <div>&lt;select new code&gt;</div> <div>&lt;select new code&gt;</div> <div>CAN0002MIE</div> <div>CAN0006MIE</div> <div>YDN0007EAM</div> </div>	\$ 199	0	\$ 0
<input type="checkbox"/> Assistance ( <a href="#">More Information</a> )	\$ 99	0	\$ 0
Registration / Renewal Service Fee			

## Upload Certificate Option 上传证书选项

If your manufacturer or importer has asked that your manufacturing company participate in Vendor Validation, but you already have your state/province certificates, or you do not want LLS to handle the registrations and renewals for you, you will need to upload your certificates, so we can validate them for the retailer or importer.

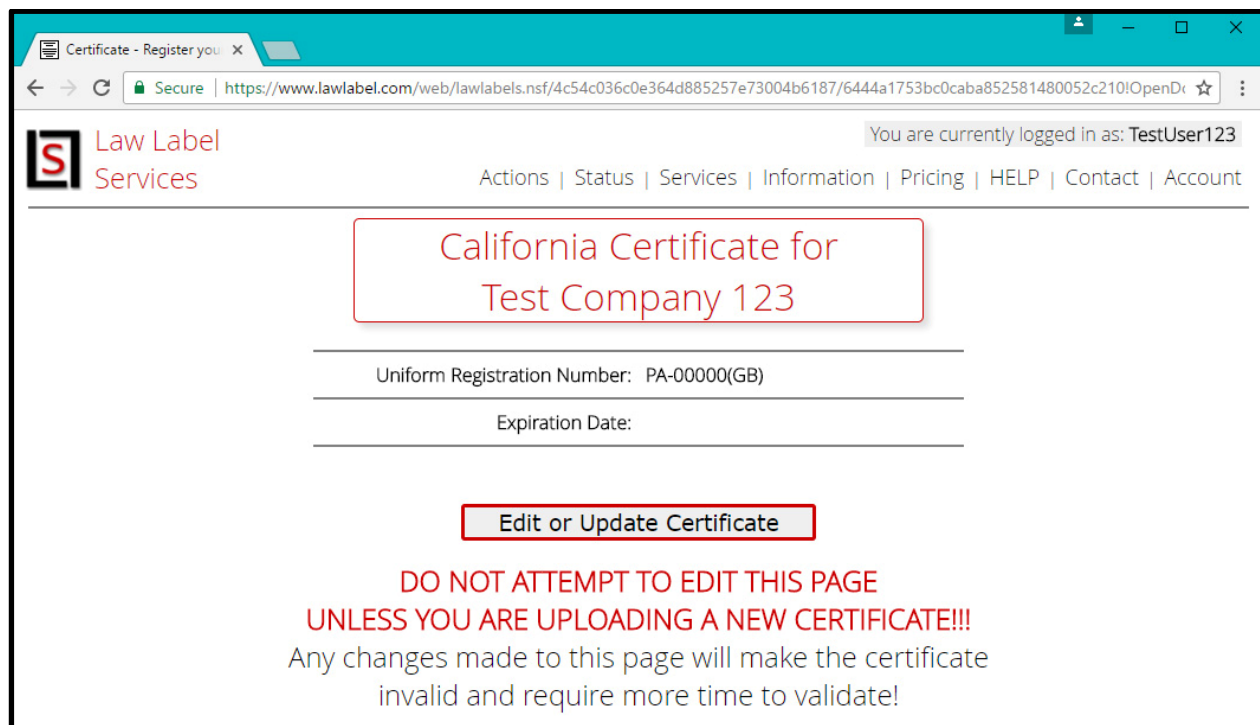
如果生产商或是进口商要求生产公司加入加入供应商验证程序,如果客户已经申请过等钱注册证书,或者暂时不需要 **Law Label Services** 协助申请或是更新现有的证书,则可以在以下页面上上传证书, **Law Label Services** 将帮助零售商或是进口商验证这些证书的真实有效性。

To upload your certificate, start by locating the certificate pages. Instructions for this are in section #9 of this document.

在以下页面上上传证书, 具体操作指引在本文档的第九部份。

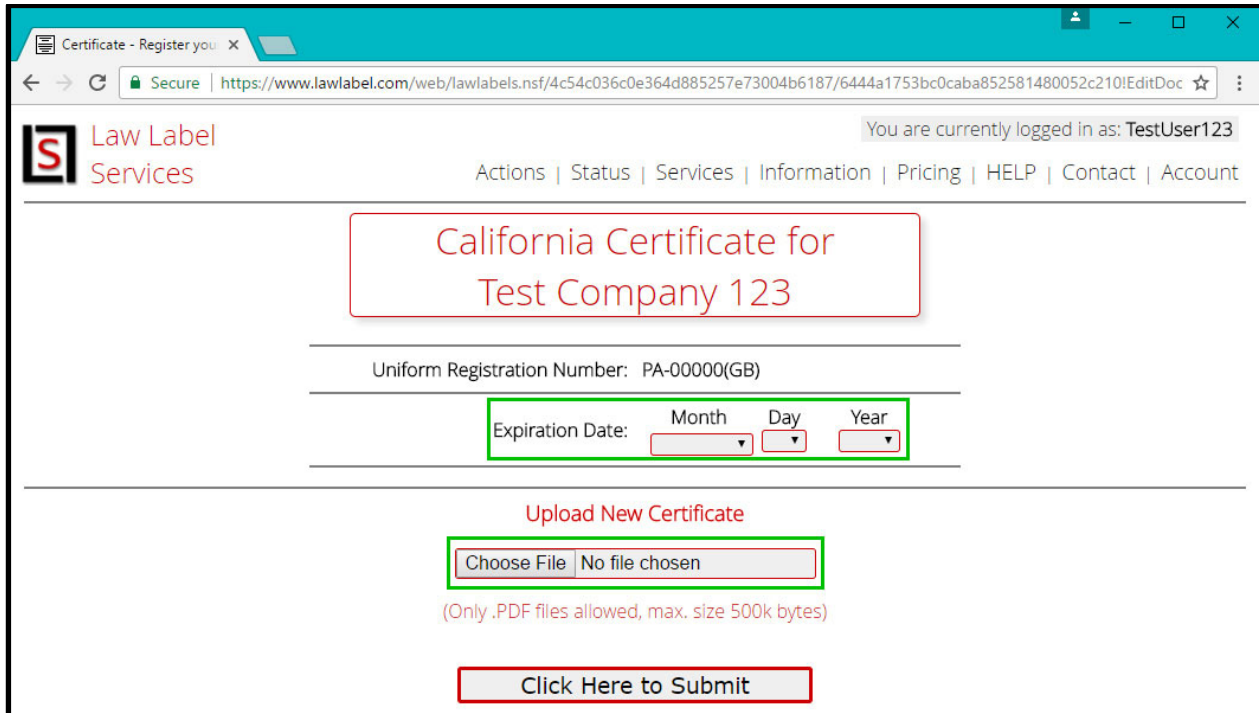
Once you have opened the certificate page, it will look something like this

以下为上传证书的页面。

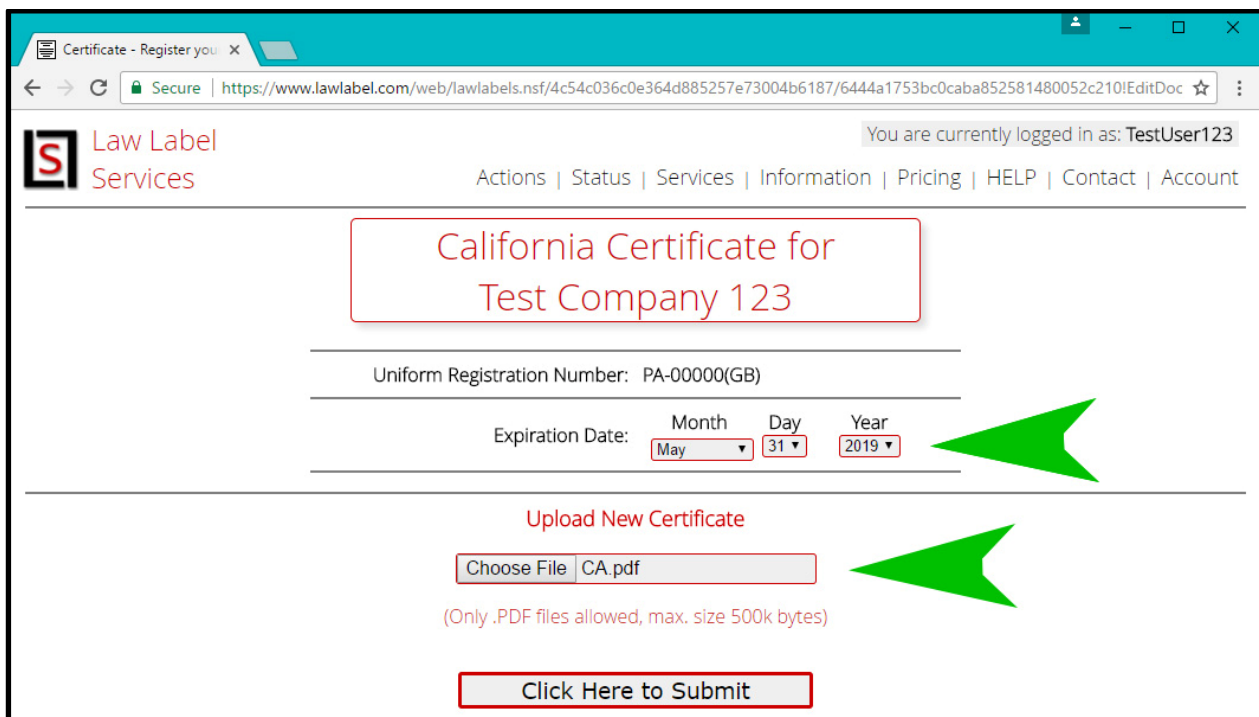


Now you will enter the EXPIRATION DATE from the certificate you are uploading. Then select the file from your computer to upload in to our system. Only .PDF files will be accepted and a maximum file size of 500kb.

在以下页面输入证书的有效日期，然后上传 **PDF** 文档的证书（(最大 **500kb**）至我们的文件系统



If you are UPDATING a certificate already in our system, it will look like this when you start  
在以下的页面可以随时更改、更新已经上传至文件系统中的证书。

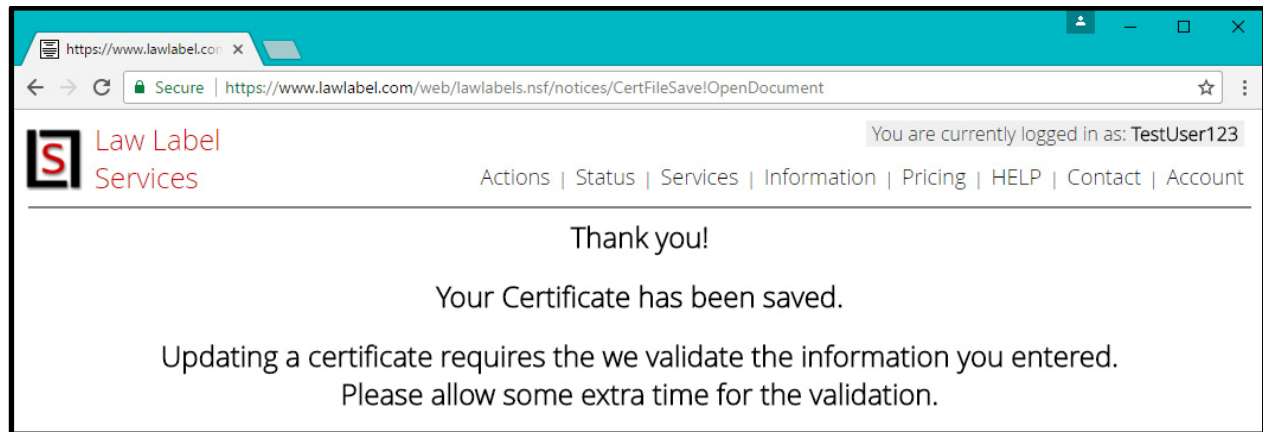


After the certificate page is submitted, you will see a confirmation screen.

当证书上传完成后，将会显示确认页面

LLS personnel will now verify the certificate is valid and will update the certificate file when that is completed.

**Law Label Services** 的工作人员将会审核证书的有效性并在系统中更新证书复核的结果





## RUSH Service 加急服务

If you need to have a URN assigned to your company very soon, we offer RUSH service that can usually get the URN in 0-2 business days\*. With this service, we will prioritize your request first and in most cases, submit the request to the state office for URN assignment the same business day the payment is made.

在加急服务处理的过程中, 所有的申请会被优先处理, 申请表一般会在付款的当天提交给州府, 统一注册编号会在 **0-2** 个工作日内签发。

## Label Design Service 标签设计服务

We offer a low-cost Label Design Service if you need help creating or correcting your label design. We will send you a design template file approved for use in all states and provinces and proof it for accuracy before you submit the design to your printing service for your products. We will work with you to finalize the label design so you will not have issues with getting the label approved.

快速专业的标签设计服务旨在帮助客户明确各个州府对标签的严格要求, 简化标签设计, 制定, 认可和最终打印的过程。**Law Label Services** 会提供经过所有州份和省份批准的设计模板, 协助客户在标签正式开始印制前确认符合法规的标签设计方案从而避免任何潜在的不符点。

## Violation Assistance Service 整改顾问服务

Getting a violation notice from a state or province can be a very scary thing. The possibility of having your product pulled from sale and getting fines levied against your company in that state or province is always very stressful. The reputation with your customers (i.e. retailers, wholesalers, importers) could be tarnished, possibly adversely affecting the future of your company.

根据美国各个州府和加拿大各个省的法律规定, 在以上地理区域内销售未通过登记注册或是不符合注册要求的产品会被视为违法行为, 产品会被立即从商场, 销售网点撤出, 同时会面临经济, 商业形象的损失, 并错失销售市场, 更有可能造成长期的负面影响。

But what do you do about it? How do you resolve the violation?

应该如何面对违规? 应该怎样整改?

Let us do it for you. We will work with you to develop a plan of action for the state or province violation. Then we will work with you and the state or province to help implement it and resolve the violation as quickly as possible.

We can research your URN status to see if it has become delinquent. If it has, we can help get it back on track.

整改顾问服务旨在通过高效负责的服务理念和精确的专业知识, 和各个州府的积极沟通配合制作整改方案, 在短时间内将违规所造成的一系列损失和负面影响降到最低, 恢复良好的商业信誉。

如果客户的统一注册编号被标注为不符合法规, **Law Label Services** 将会协助客户修正不符合项, 恢复统一注册编号的有效性。

## CONTACT INFORMATION 联系方式

Customer Service Hours: 客户服务工作时间	Mon-Thurs: 9AM-11pm 星期一至星期四: 9AM-11PM Fri: 9AM-5PM 星期五: 9AM-5PM All times are Eastern Daylight Time (EDT) 美国东部时间
Email Address: 电邮	<a href="mailto:info@lawlabel.com">info@lawlabel.com</a>
Mailing Address: 邮递地址	8206 Rockville Rd #194 Indianapolis, IN 46214-3113
Phone Number - International: 电话号码 – 国际	<a href="tel:(001)614-543-0479">(001) 614-543-0479</a>
Phone Number - Toll Free: 电话号码 – 本地免费	<a href="tel:1-866-684-7194">1-866-684-7194</a>
Fax Number: 传真号码	<a href="tel:(001)614-543-8348">(001) 614-543-8348</a>