

Certification of Substances Division

Title:	Changes in Contact Details : Notify the EDQM
Reference Document:	PA/PH/CEP (10) 86 (EN)

Applicants should remember that it is their responsibility to update the details of the contact person for their application. This is the person to whom all communication related to the application is sent. There are an increasing number of cases in which the contact person for the dossier has changed without the EDQM being notified. Non-receipt of communications, because the contact person has left the company, for example, or because his/her contact details have changed, may lead to closure of the application as a consequence of a delayed or no response on the part of the applicant.