**[*DD/MM/YYYY*]**

Minister for Enterprise, Trade and Employment

Trade Regulation and Investment Screening Unit
Department of Enterprise, Trade and Employment

Earlsfort Centre

Lower Hatch Street

Dublin 2

D02 PW01

Re: Notification of the Use of Union General Export Authorisation (UGEA) – **[EU00X]**

Dear Minister

I am writing to notify you of the use of Union General Export Authorisation (UGEA) – [**EU00X**] for the export of dual-use items, as specified under EU Regulation 821/2021 of the European Parliament and of the Council of 20 May 2021, establishing a Union regime for the control of exports, brokering, technical assistance, transit, and transfer of dual-use items.

|  |  |
| --- | --- |
| UGEA No.  | **[EU00X]** |
| Control list number | **[control numbers]** |
| Product description  | **[brief description of product]** |
| End Destination  | **[list the countries]** |
| End User | **[name the end user]** |
| Date of first export\*  | **[DD/MM/YYYY]** |
| ICP in place  | **[Yes/No]** |
| Place where records can be audited  | **[company name]****[company address]** |
| Compliance Officer contact details  | **[name]****[email]****[telephone]** |

**\*If the notification took place after the required 30-day period following the initial export please provide an explanation.**

I confirm that I have read and understand the conditions for the use of [EU00X] as set out in EU Regulation 2021/821.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]