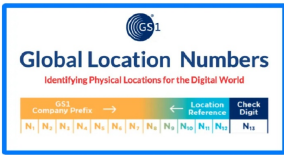


GS1 GLNs Global Location Numbers featured



GS1 GLNs Global Location Numbers User Guide

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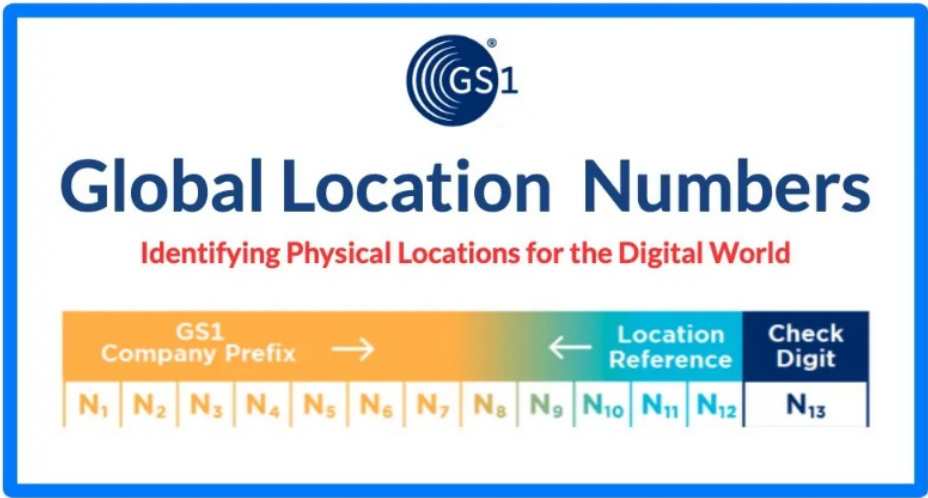
2 Location Types

3 Documents / Resources

3.1 References



GS1 GLNs Global Location Numbers



Apply for additional GLNs via MyGS1 where no administrative fees are charged and get access to your numbers within minutes. Processing of this manual form may take up to 48 hours and administrative fees apply.

Important Information

Note: This form will open in your browser. Please download and save before you start to fill the form in electronically. This form needs to be completed electronically using Adobe Acrobat Reader. Download a free version at <https://get.adobe.com/uk/reader/otherversions/>

- If you need access to GS1 Identification Keys other than GLNs you will need to become a Full Subscription Membership Licence holder by completing the GS1 Australia Full Membership Subscription and Licence Application form, instead of this form.
- The GLNs, or any part of, issued by GS1 Australia cannot be used to create other GS1 Identification Keys such as Serial Shipping Container Codes (SSCCs).
- Global Location Numbers (GLNs) can be used to identify any functional location, physical location or legal entity that has meaning within a business scenario. Typically GLNs are also used as Electronic Data Interchange (EDI) Addresses.
- GS1 Australia encourages potential applicants to read our Privacy Policy and Terms of Trade readily available on our website.

Section 1: Subscriber Details

GS1 Australia Account Number

☐

Are you an Individual/Sole Trader?

*Company Name / Trading Name

Division of

ABN/ACN

 - -

Other Business Identifier

Section 2: Contact Details

GS1 Australia Coordinator / Primary Contact: Individual responsible for allocating GS1 Identification Keys within your company.

First Name

Last Name

Position

Direct Phone/Mobile

Email

GS1 Australia prides itself on the quality of our marketing material and, in accordance with our Privacy Policy, will only send you information we believe to be relevant to you. In accordance with the Australian Anti-Spam Legislation we respect that you may not want to receive this information. You can unsubscribe from any direct marketing material at any time, by either unsubscribing from that communication or by doing so in the Preference Management Centre, subject to that material not being considered essential to your role within the GS1 Australia Subscription Membership.

Section 3: Location(s)

Please complete the details below for each Global Location Number required if different to the primary address.

- **Physical Location**

A site or an area within a site where something will be located.

- **Legal Entity**

Any business, government body, department, charity, individual or institution that has standing in the eyes of the law and has the capacity to enter into agreements or contracts.

- **Functional**

Any organisational subdivision or department based on the specific tasks being performed, as defined by the organisation.

- **Digital Location**

An electronic (non-physical) address that is used for communication between computer systems – EDI.

Location Types

1	Accounts Department	14	Feedlot	27	Packhouse	40	Sales Yard
2	Aged Care home	15	Field	28	Pathology Service/ Laboratory	41	School/College/University Campus
3	Airport/Gate	16	Garden Centre	29	Petrol Station	42	Sea Port
4	Bank/Financial Service	17	Gym/Leisure Centre/ Swimming Pool/Playing Field	30	Pharmacy (Retail or Hospital)	43	Shelves
5	Berth	18	Head Office	31	Picking Bay	44	Silo
6	Building Lot	19	Hospital/Clinic/Health Service	32	Processing facility	45	Slaughterhouse
7	Café/Restaurant	20	Hub	33	Production Line	46	Station
8	Construction site	21	Imprest	34	Radiology/Diagnostic Imaging	47	Storage
9	Cupboard/Safe/Cabinet	22	Intermodal Terminal	35	Railway station	48	Terminal: Rail, Sea, Air, Bus, Ferry
10	Depot	23	Library	36	Re-packer	49	Ward
11	Dock - Loading/Unloading	24	Market	37	Residence	50	Warehouse/Distribution Centre
12	Factory/Manufacturing Plant	25	Office	38	Retail Outlet/Store	51	Wharf
13	Farm/Vineyard/Crop	26	Operating Theatre	39	Row		

Global Location Number Application – 1 (If you require more than 9 GLNs please provide information as a separate attachment)

GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
---	--	--	--

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 2

GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 3

GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 4

GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 5

GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 6
GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 7
GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 8
GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 9

GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Global Location Number Application – 10

GLN Type: Tick the appropriate function below

<input type="checkbox"/> Physical Location	<input type="checkbox"/> Legal Entity	<input type="checkbox"/> Functional	<input type="checkbox"/> Digital Location
--	---------------------------------------	-------------------------------------	---

Name/Description

Address is a mandatory requirement. Where an address does not apply, we recommend using the primary location address.

Street Address

Suburb/City

State/Country

Postcode

Location Type: Identify one location type by entering the corresponding number from the above table.

Section 4: Schedule of Fees

Your Subscription Membership and Licence and the Global Location Numbers may be terminated if your account is not paid annually or if you do not abide by the GS1 Australia specifications and guidelines. GLN packs are available to all GS1 Australia membership types.

GLNs Required	10 Pack	100 Pack	1000 Pack
Administrative Fee (\$)	75.00	75.00	75.00
Annual Fee (\$)	85.00	325.00	565.00
Pro-rata Fee Schedule			
July	85.00	325.00	565.00
August	77.92	297.92	517.92
September	70.83	270.83	470.83
October	63.75	243.75	423.75
November	56.67	216.67	376.67
December	49.58	189.58	329.58
January	42.50	162.50	282.50
February	35.42	135.42	235.42
March	28.33	108.33	188.33
April	21.25	81.25	141.25
May	14.17	54.17	94.17
June	7.08	27.08	47.08

NOTE: Fees are amended from time to time as per the Subscription Membership and Licence Agreement Terms and Conditions. Annual Fees are payable on a pro-rata basis to 30th June in the year of application and annually in full for each subsequent renewal year.

- Administrative fees do not apply for additional GLNs requested via MyGS1 All fees are exclusive of GST. Please add 10% for all amounts to calculate the GST inclusive fee.

Calculate Your Fees Payable	
Admin Fee (\$)	75.00
Annual Pro-rata Fee (\$)	
Sub Total (\$)	
10% GST (\$)	
TOTAL	

Section 5: Signature Approval

Your GLNs will be sent to you upon receipt of your completed application form and payment of appropriate fees. The GLNs allocated to your company are exclusively for your use – you must not assign, license or allow their use by any other company/organisation. GS1 Australia reserves the right to authenticate your use of GS1 ID keys by checking with GS1 Australia and international services, and for services provided by third parties

I/We _____ declare that I/We have read, understand, and shall abide by, the Terms and Conditions of this agreement and additionally the GS1 Australia Subscription Membership and Licence Agreement as it applies to Global Location Numbers and the Terms and Conditions and the GS1 Australia Terms of Trade available from the GS1 Australia website www.gs1au.org; and that the information provided by me as the applicant, and in any accompanying documents, is true and correct in every

detail, and that when I no longer require these numbers, I will advise GS1 Australia in order for their issue to be cancelled.

Full Name (Director/Company Official)

Position

Signature



Date

/ /

[Download instructions for signing forms.](#)

Section 6: Payment Methods

Payment must be submitted with your application. To assist with efficient processing of your request, please provide payment using one of the options below. An invoice/receipt for payment will be sent to you with a confirmation email when your request has been processed.

Option A: Direct Debit Payment

- Download the Direct Debit form and provide with this application form.
- Direct Debit discounts will be applicable on all transactions where the Direct Debit facility is set up to debit a nominated account. The fee for this additional allocation will be debited from that account.
- Direct Debit via a nominated Credit Card will not attract the standard direct debit discount, however Credit Card processing fees will not be applied

Option B: Credit card Payment

- A credit card processing fee applies when paying by credit card, refer to our Terms of Trade. These fees will be applied by GS1 Australia when processing payment.
- If you wish to make a credit card payment over the phone, please call 1300 227 263.

☐ Visa ☐ Mastercard

Card Holder's Name

Card Number

Expiry Date

-

CVV

Signature



Date

/ /

Option C: EFT Payment

- To facilitate prompt account reconciliation please email your application along with a remittance advice detailing your company name and the invoice/payment details to our Customer Service team.
- **GS1 Australia Bank Details**
Bank National Australia Bank Account Name GS1 Australia Ltd. BSB No. 083 266
Account No. 69615 7718

Please return the completed form with payment to GS1 Australia.

GS1 Australia

Head Office, 8 Nexus Court, Mulgrave VIC 3170

Locked Bag 2, Mt Waverley VIC 3149

T 1300 227 263


E customer.service@gs1au.org

ABN 67 005 529 920

www.gs1au.org

GS1 is a registered trademark of GS1 AISBL.

Documents / Resources

	<p>GS1 GLNs Global Location Numbers [pdf] User Guide GLNs Global Location Numbers, GLNs, Global Location Numbers, Location Numbers</p>
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References

- [User Manual](#)

Manuals+, Privacy Policy

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