

## New procedure for applications for registration in the French Catalogue (all species)

It is now possible to apply for registration in the Official French Catalogue via email by following the procedure below:

- Download the documents for filing your registration application from the GEVES website [www.geves.fr](http://www.geves.fr), by selecting the species from the list.
- Once you have completed and signed the forms, create a PDF file for each candidate variety containing the set of forms requested.
- Name your PDF file using the following format: "CTPS-Nameofyourcompany-Nameofspeciesconcerned-breeder'sreference".

For example: if you are filing an application for a sunflower variety with reference no. TOU333 and your company is called Company LLC, the forms for your variety should be combined into one file named "CTPS-Company-Sunflower-TOU333.pdf".

- In the subject of your email, please write "Application for registration in the French Catalogue – Name of species concerned"
- If you have several registration applications for the same species, you may upload your PDF applications in the same email up to the maximum attachment size (ie5 MB).
- Send your email to the following address: [ctps@geves.fr](mailto:ctps@geves.fr) (you may ask for a delivery and/or read receipt) and the Technical Secretary concerned.
- Once your application has been processed, you will receive by return of email a confirmation of receipt of your message and your registration application.

**Paper applications should not be sent if you are submitting your applications by email.**

As with paper applications, please take care to ensure your e-application for registration is complete.

### Reminder of other available procedures

- Filing a registration application by post (all species)

You still have the option of sending your registration applications in paper format by post. However, please note that you are no longer requested to send multiple copies per request. Please send only the original signed copy, while respecting the following conditions:

- Your registration application must be **printed on one side and not stapled**.
- If you have decided to send your application by post, it should not be sent by email.