|  |  |  |
| --- | --- | --- |
| Name or firm of the holder \* | | |
| Click or tap here to enter text. | | |
| NIF/NIPC \*(taxpayer no.) | | |
| Click or tap here to enter text. | | |
| Registered office or tax domicile of the activity  Mandatory filling block | | |
| Address \* | | |
| Click or tap here to enter text. | | |
| Postal Code \* | Locality and Parish \* | |
| / | Click or tap here to enter text. | |
| Municipality \* | | District \* |
| Click or tap here to enter text. | | Click or tap here to enter text. |
| Telephone | | Mobile phone \* |
| +351 | | +351 |
| Email \* | | |
| Click or tap here to enter text. | | |

The Prior Communication is the administrative document that allows requesting the issuance of the title(s) to be required at the beginning of the activity.

The same form serves to obtain several activity titles, with the exception of activity titles with an establishment where you must fill out a Prior Communication for each physical address.

The amount of the fee is charged for each title of main and/or ancillary activity and not for each Prior Communication.

|  |  |
| --- | --- |
| Title of activity title with establishment | Fill in block A |
| Title of activity without establishment | Fill in block B |
| Title of activity with establishment + Title of activity without establishment | Fill in blocks A and B |

For more information and support to fill out the Prior Communication see FAQ on the Assay Office website at:

www.contrastaria.pt

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| 1. ACTIVITY WITH AN ESTABLISHMENT |

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| --- | --- | --- | --- | --- | --- |
| A.1. DATA OF THE ESTABLISHMENT WHERE THE ACTIVITY IS CARRIED OUT | | | | | |
| Establishment Name | | | Physical area of the establishment (m²)) | | |
| Click or tap here to enter text. | | |  | | |
| Address | | | | | Postal Code |
| Click or tap here to enter text. | | | | | / |
| Locality and Parish | Municipality | | | District | |
| Click or tap here to enter text. | Click or tap here to enter text. | | | Click or tap here to enter text. | |
| Telephone | | Mobile phone | | | |
| +351 | | +351 | | | |

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| --- |
| A.2.TYPE OF ACTIVITY  For each establishment there must be a main activity, but there may be several ancillary sections. The ancillary sections are the various activities of the main activity that are carried out within the same physical establishment. |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Activity | Main  *Select only one* | Ancillary section | CAE \* | Other information \* |
| Jewellery storekeeper |  |  |  | NA |
| Lender |  |  |  | No. Title of authorisation DGAE |
| Goldsmith retailer (w/establishment) |  |  |  | NA |
| Retailer buying and selling items with used precious metal |  |  |  | NA |
| Artist |  |  |  | CRS Title No |
| Melter-assayer |  |  |  | CRS Title No |
| Jewellery Industrial |  |  |  | CRS Title No |

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| A.3.DOCUMENTS TO BE DELIVERED WITH THE APPLICATION FOR AN ACTIVITY TITLE WITH ESTABLISHMENT |
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| --- |
| 1. ACTIVITY WITHOUT ESTABLISHMENT |

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| --- | --- | --- | --- |
| B.1.TYPES OF ACTIVITY  In this block it is possible to request several titles of main activity and / or annotations in the case of means of distance communication. | | | |
|  | | | |
| Activity | Main | CAE \* | Other information \* |
| Jewellery retailer without establishment — Fairs |  |  | NA |
| Fairs: Non-sedentary retail activity at fairs. | | | |
| Jewellery retailer without establishment — Itinerant |  |  | NA |
| Itinerant: Retail moving trade activity, including in mobile or removable premises, installed outside fairgrounds. | | | |
| Jewellery retailer without establishment — Remote Media |  |  | Website(s) where the marketing activity is carried out (*link*)  Click or tap here to enter text.  Click or tap here to enter text.  Click or tap here to enter text. |
| Remote Media: Remote media: Internet site (website, social network, marketplace, etc.). A single title of main activity is required for the sale without establishment - Means of Distance Communication. Each new website where it is marketed will configure a mere endorsement (starting from the 2nd indicated website, inclusive). You will be able to register more than one website on this form. When the need for this annotation occurs after the delivery of this document, you must use the request for annotations / changes available at [www.contrastaria.pt](http://www.contrastaria.pt)  If the website (s) is used for advertising purposes, no title / registration is required. | | | |
| Jewellery retailer without establishment — Catalogue |  |  | NA |
| Catalogue: Organised or classified list of articles with precious metal, for sale with images of the products or services offered by the company with a view to the conclusion of a contract. It is not necessary to issue a title in case of advertising messages only. | | | |

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| B.2.DOCUMENTS TO BE DELIVERED WITH THE APPLICATION FOR AN ACTIVITY TITLE WITHOUT ESTABLISHMENT |
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| --- | --- |
| Date  DD/MM/YYYY | Signature of the legal representative |

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