

LANDBELL EASYSHOP MANUAL

05/2023

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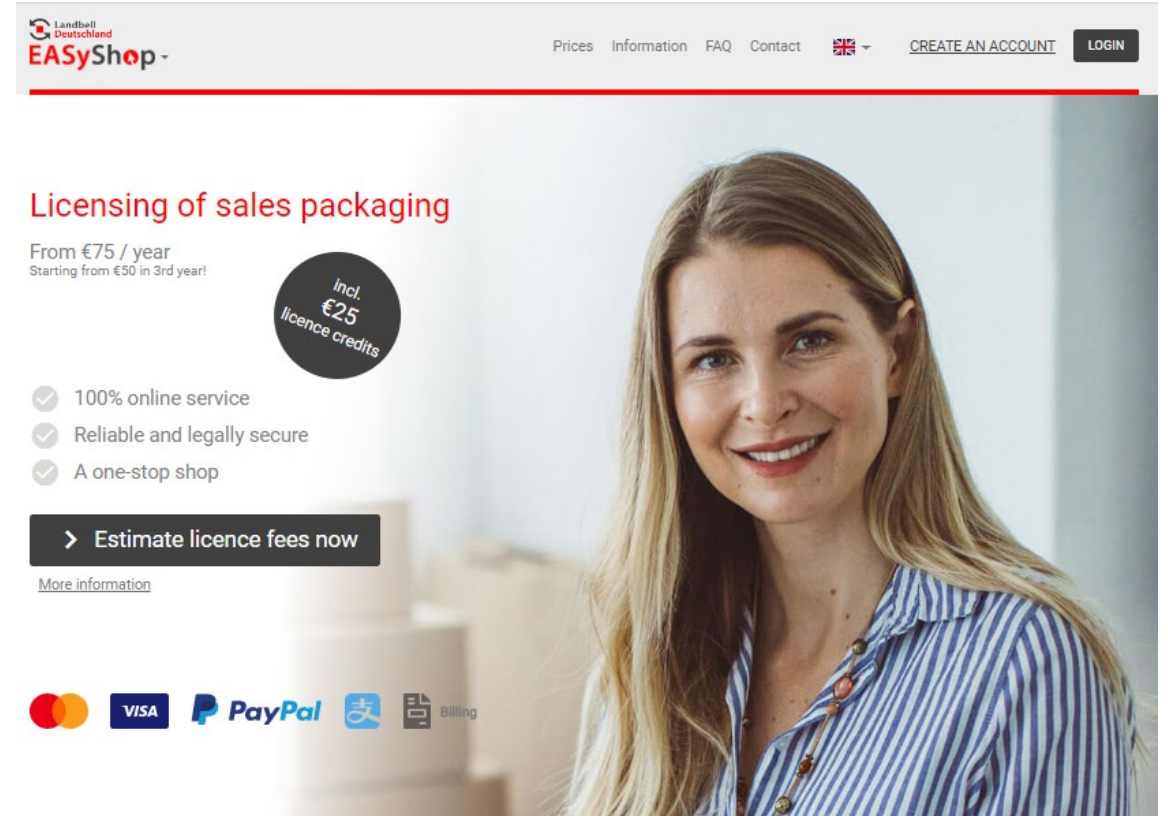
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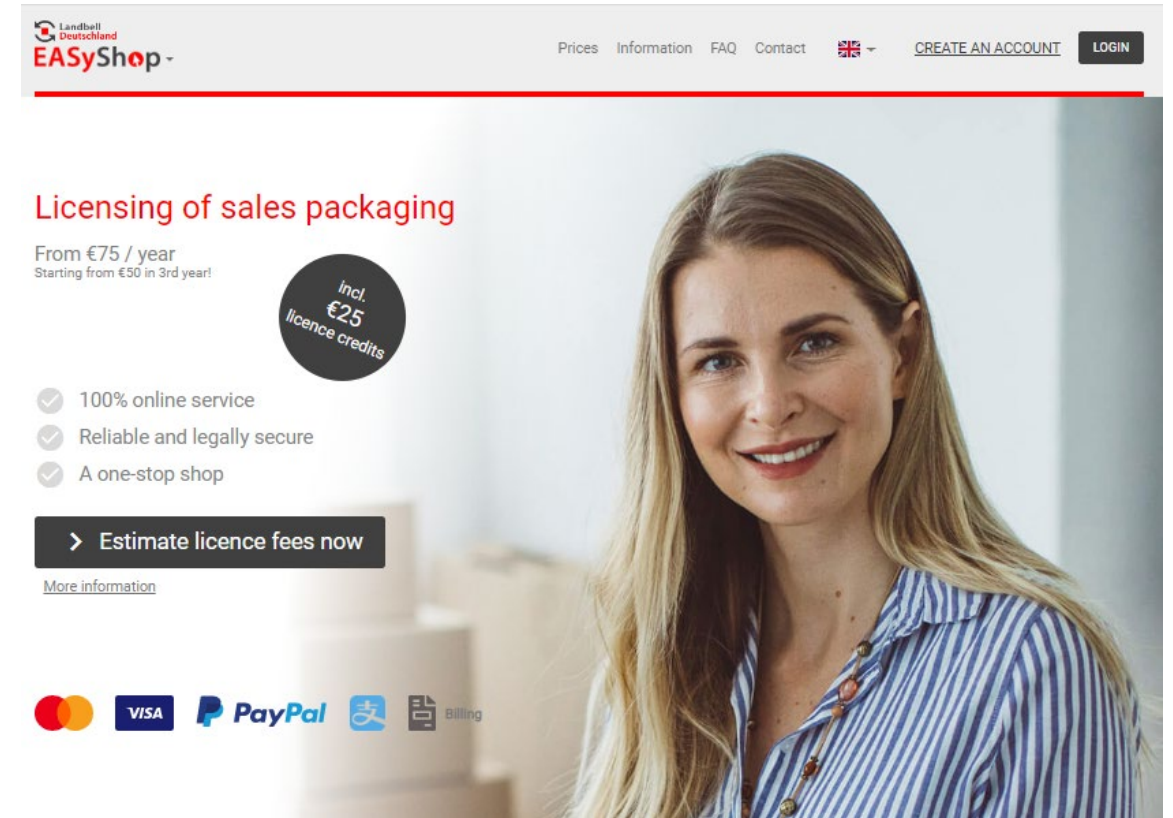


The screenshot shows the EASyShop website interface. At the top, there is a navigation bar with the EASyShop logo, a language selector (UK flag), and links for 'Prices', 'Information', 'FAQ', 'Contact', 'CREATE AN ACCOUNT', and 'LOGIN'. The main content area features a large image of a smiling woman with long blonde hair. Overlaid on the image is a promotional banner for 'Licensing of sales packaging'. The banner text includes: 'From €75 / year', 'Starting from €50 in 3rd year!', and a circular badge stating 'incl. €25 licence credits'. Below this, there are three bullet points with checkmarks: '100% online service', 'Reliable and legally secure', and 'A one-stop shop'. A dark button with a right-pointing arrow says 'Estimate licence fees now'. Below the button is a link for 'More information'. At the bottom of the banner, there are logos for payment methods: Mastercard, VISA, PayPal, and Alipay, along with a 'Billing' icon.

1 General information

To access to the Landbell EASyShop, navigate to easyshop.landbell.de or via <http://landbelleasy-shop.de>

- **Prices:** to estimate your license fee, click on “Prices” and enter your annual planned volumes in the price calculator.
- **Information:** Here you can find all information on the licensing of packaging, VerpackG, ZSVR (LUCID), etc. ...
- **FAQ:** On this page, we aim to answer the questions we are frequently asked by our customers.
- **Contact:** to send us a message, please click on “Contact”
- **"Flag":** Here you can switch between the different languages.
- **Create an account:** Here you can register for EASyShop.
- **Log in:** Click here to sign-in to MyEASyShop with your login data.

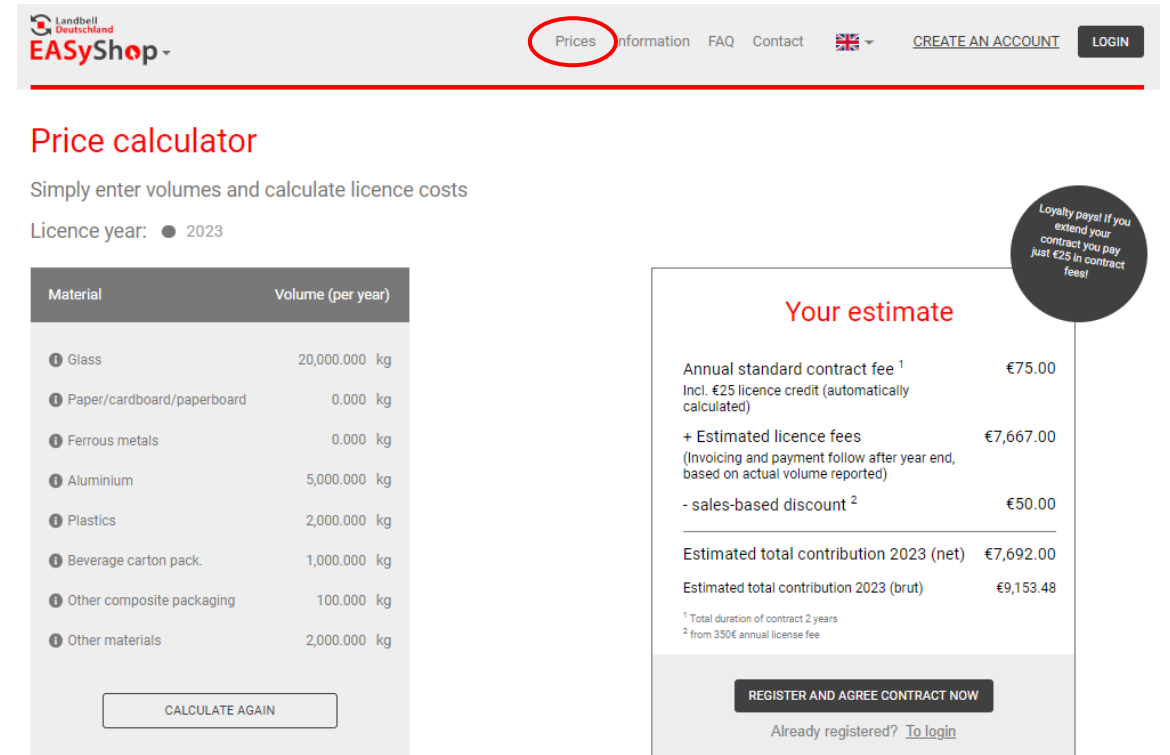


The screenshot shows the EASyShop website interface. At the top, there is a navigation bar with the EASyShop logo, a language selector (UK flag), and buttons for 'CREATE AN ACCOUNT' and 'LOGIN'. The main content area features a large image of a smiling woman with long blonde hair. Overlaid on the image is a promotional banner for 'Licensing of sales packaging'. The banner includes the text 'From €75 / year' and 'Starting from €50 in 3rd year!'. A circular badge indicates 'incl. €25 licence credits'. Below this, there are three bullet points with checkmarks: '100% online service', 'Reliable and legally secure', and 'A one-stop shop'. A dark button with a right-pointing arrow says 'Estimate licence fees now'. Below the button is a link for 'More information'. At the bottom of the banner, there are logos for payment methods: Mastercard, VISA, PayPal, Alipay, and a 'Billing' icon.

1 General information

■ Prices

- Using the price calculator, you can enter your packaging quantities and calculate the respective costs in advance.



The screenshot shows the EASyShop website interface. At the top, the navigation bar includes the EASyShop logo, a 'Prices' link circled in red, and other links like 'Information', 'FAQ', 'Contact', a language selector (UK flag), 'CREATE AN ACCOUNT', and 'LOGIN'. Below the navigation bar, the 'Price calculator' section is active. It prompts the user to 'Simply enter volumes and calculate licence costs' and shows the 'Licence year' set to 2023. A table lists various materials and their volumes per year. A 'CALCULATE AGAIN' button is at the bottom of the table. To the right, a 'Your estimate' box displays the following breakdown:

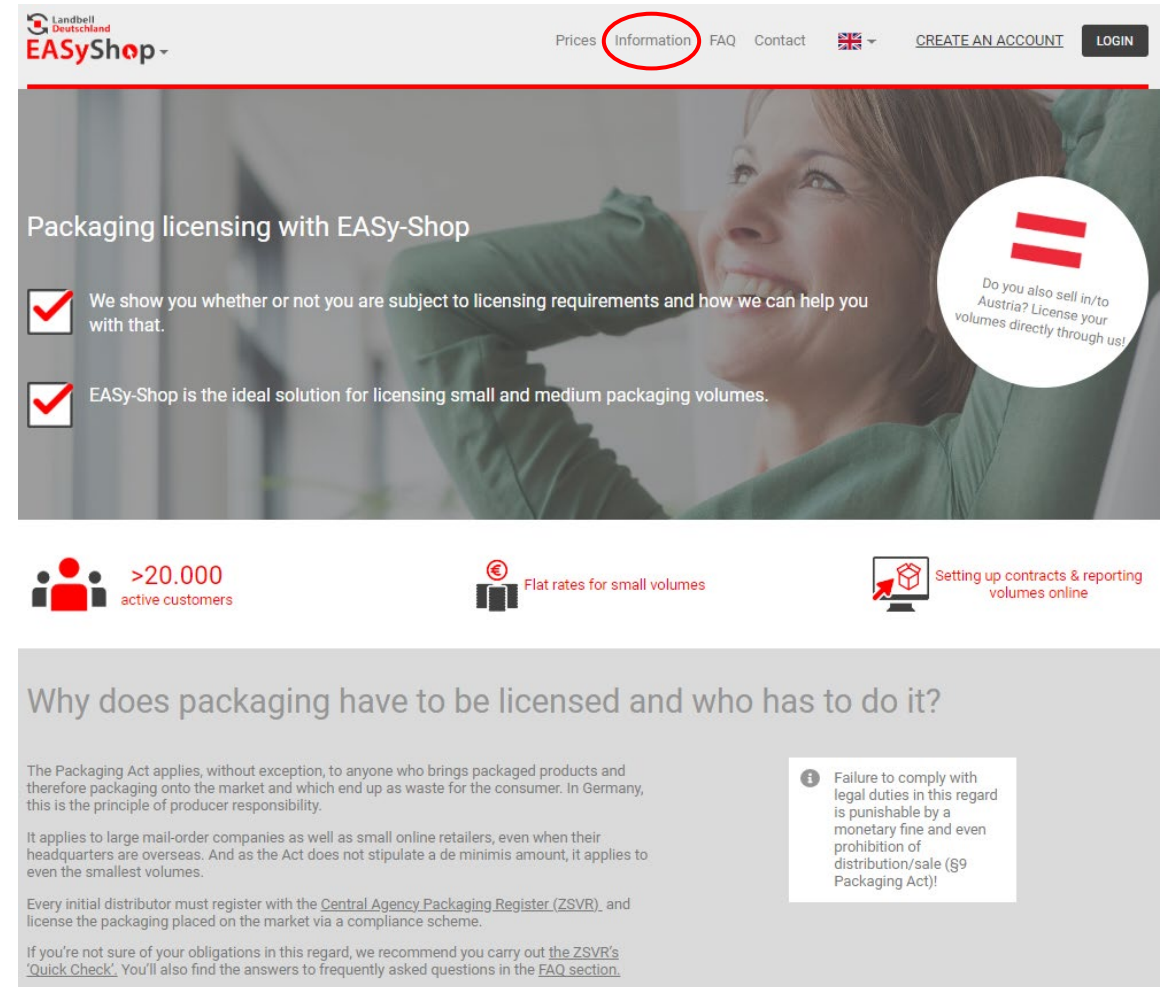
Your estimate	
Annual standard contract fee ¹	€75.00
Incl. €25 licence credit (automatically calculated)	
+ Estimated licence fees (Invoicing and payment follow after year end, based on actual volume reported)	€7,667.00
- sales-based discount ²	€50.00
Estimated total contribution 2023 (net)	€7,692.00
Estimated total contribution 2023 (brut)	€9,153.48

Footnotes: ¹ Total duration of contract 2 years; ² from 350€ annual licence fee. A circular callout bubble states: 'Loyalty payed if you extend your contract you pay just €25 in contract fees!'. A 'REGISTER AND AGREE CONTRACT NOW' button and a 'To login' link are also visible.

1 General information

■ Information

- Get yourself informed about all questions related to the licensing of packaging:
 - What does the Packaging Act (VerpackG) say?
 - What is the Central Agency Packaging Register (ZVSR)?
 - Explanatory video on the Packaging Act (VerpackG)
 - Are you obliged and what steps do you need to take?
 - Info flyer for download



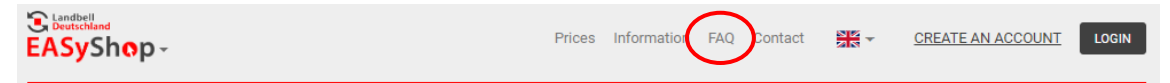
The screenshot shows the EASyShop website interface. At the top, the navigation menu includes 'Prices', 'Information' (circled in red), 'FAQ', 'Contact', a language selector (UK flag), 'CREATE AN ACCOUNT', and 'LOGIN'. The main banner features a woman in a green shirt and the text 'Packaging licensing with EASy-Shop'. Below this, there are two checkmarks: the first states 'We show you whether or not you are subject to licensing requirements and how we can help you with that.', and the second states 'EASy-Shop is the ideal solution for licensing small and medium packaging volumes.' A circular callout on the right asks 'Do you also sell in/to Austria? License your volumes directly through us!'. Below the banner, three icons highlight key features: '>20.000 active customers', 'Flat rates for small volumes', and 'Setting up contracts & reporting volumes online'. The lower section is titled 'Why does packaging have to be licensed and who has to do it?' and contains detailed text about the Packaging Act, including a warning box that states: 'Failure to comply with legal duties in this regard is punishable by a monetary fine and even prohibition of distribution/sale (§9 Packaging Act)!'. A footer note recommends carrying out the ZVSR's 'Quick Check' and refers to the FAQ section.

1 General information

■ FAQ

– Here you can find the most frequent questions & answers on the following subjects:

- Licensing in general
- ZSVR registration (LUCID)
- Determination of licensing quantities, materials and costs
- EASyShop
- Contract & billing
- Volume reports
- MyEASyShop account



FAQ | Frequently asked questions

Please note that the information provided here does not constitute or replace legal advice. If in doubt, please contact the Central Agency Packaging Register (ZSVR, in German) or seek the advice of a competent lawyer.

About the licensing in general

What are dual systems?	▼
What does packaging licensing / system participation mean?	▼
What has changed due to the new packaging law?	▼
Who is obliged to license their packaging / to participate in a dual system?	▼
How do I fulfil my legal obligations?	▼
Which packaging is subject to participation/to be licensed?	▼
What is sales packaging?	▼
What is a shipping package?	▼
What is an overpack?	▼
What is transport packaging?	▼
What about used packaging?	▼
How is the packaging taken back?	▼

1 General information

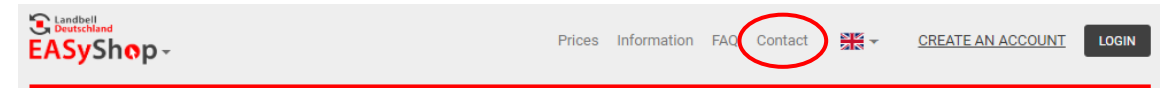
■ Contact

- Here you can enter into contact with us. Already here, you can choose between the following subjects:

Existing contract
Billing & reminders
Prices & contract in general
Participation volumes / Obligation
Login / access data

With regard to all questions, you can also contact our Service Center at any time under:

+49 6131-235652 - 800
service.vertrieb@landbell.de



Contact us

Do you have a question that was not answered on the [FAQ](#) page?
Do you need help or would you like to give us some feedback?

Send us a message or give us a call!



Your message

What's the issue?

Your contact details

Customer number (if available)

Company *

Honorific *

Please choose

Surname *

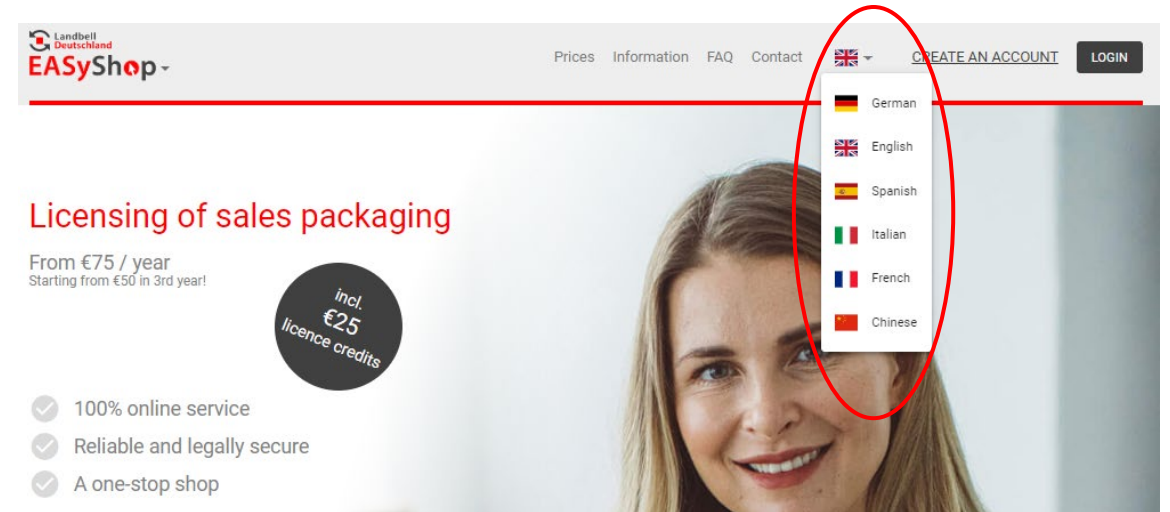
First name *

1 General information

■ Languages

– By choosing the respective flag, you can switch between the following languages:

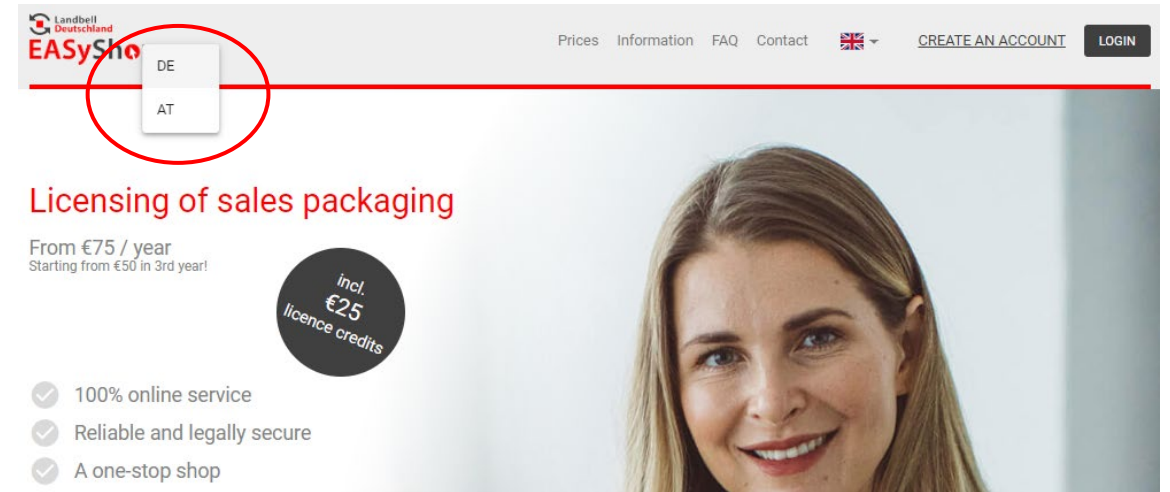
- German
- English
- French
- Spanish
- Italian
- Chinese



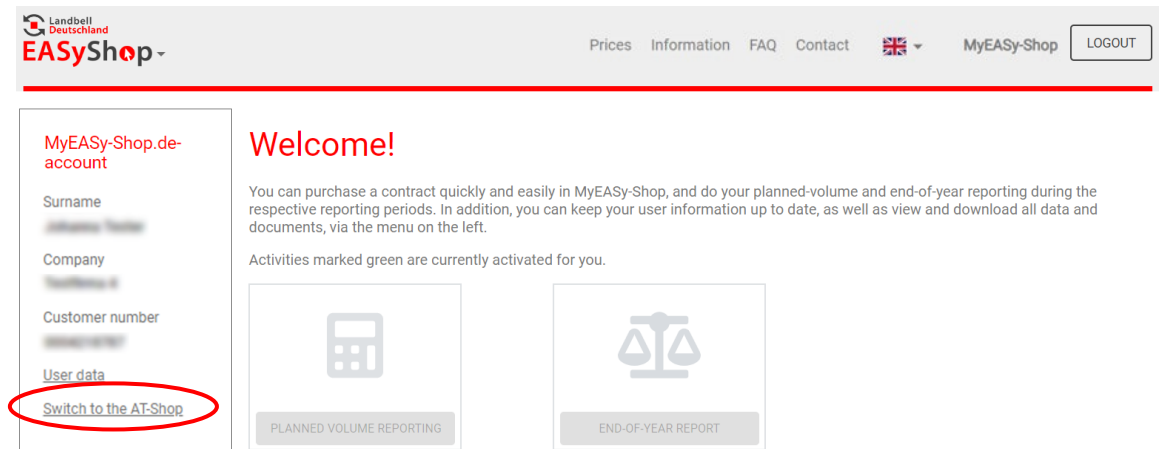
1 General information

■ Switching between EASyShop Germany and Austria

- By clicking on .de or .at, respectively, you can switch between the countries in which packaging is put into circulation.



- In MyEASyShop, you can also change directly to the AT shop.



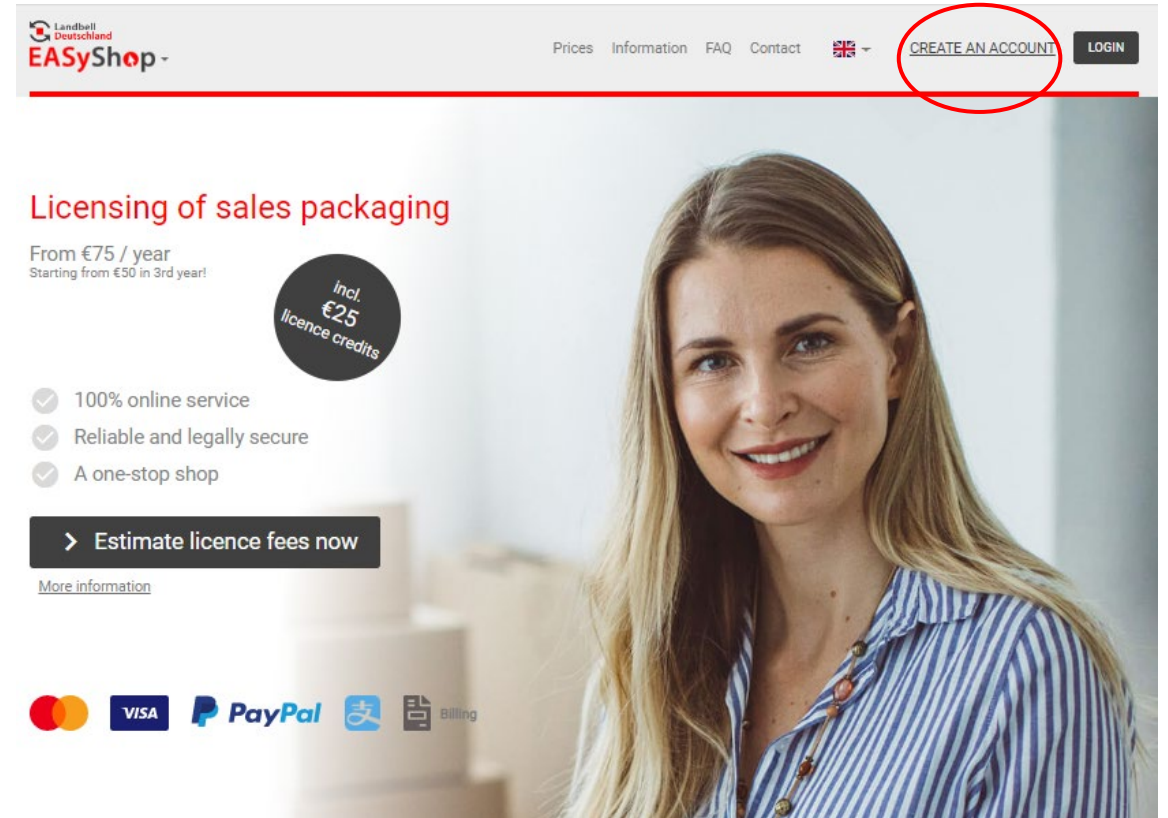
2 registration

↳ 2.1 Creation of an account


You get to Landbell EASyShop via easyshop.landbell.de or via <http://landbelleasy-shop.de>

To conclude a participation agreement with Landbell, you will first have to create your account in the EASyShop

- To start, please click on „Create an account“



Landbell Deutschland
EASyShop -

Prices Information FAQ Contact  [CREATE AN ACCOUNT](#) [LOGIN](#)

Licensing of sales packaging






From €75 / year
Starting from €50 in 3rd year!

Incl. €25 licence credits

- ✓ 100% online service
- ✓ Reliable and legally secure
- ✓ A one-stop shop

[> Estimate licence fees now](#)

[More information](#)

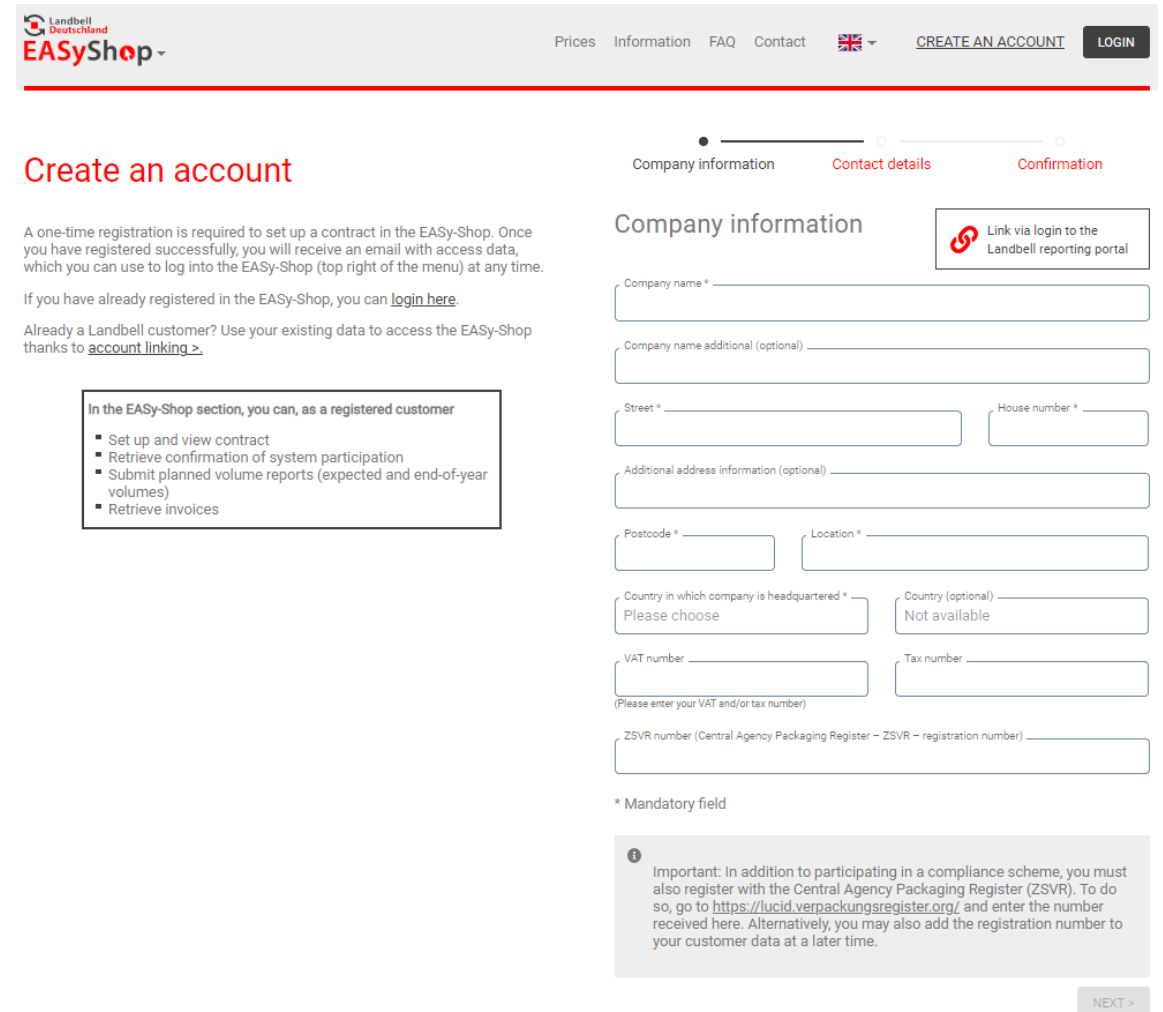
    

2 registration

2.1 Creation of an account

■ Fill in company information

- **Format VAT number:** DE followed by 9 digits, without space. For example: DE123456789. **Not mandatory for Asian companies**
- **Register (ZSVR) number :** Registration with the Register is required in addition to participation in a PRO. To obtain your Register number, you will have to register your company at <https://lucid.verpackungsregister.org/> . You can enter your Register number later on.

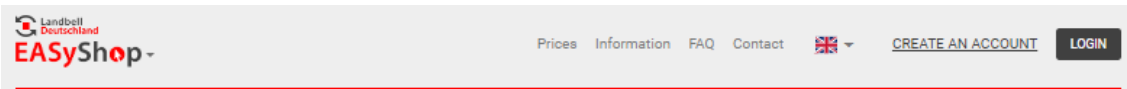


The screenshot shows the 'Create an account' page on the EASyShop website. The page has a navigation bar with 'Prices', 'Information', 'FAQ', 'Contact', a language selector (UK flag), 'CREATE AN ACCOUNT', and 'LOGIN'. The main heading is 'Create an account' in red. Below the heading, there are three steps: 'Company information' (active), 'Contact details', and 'Confirmation'. A 'Link via login to the Landbell reporting portal' button is visible. The form fields include: 'Company name *', 'Company name additional (optional)', 'Street *', 'House number *', 'Additional address information (optional)', 'Postcode *', 'Location *', 'Country in which company is headquartered *' (Please choose), 'Country (optional)' (Not available), 'VAT number', 'Tax number' (Please enter your VAT and/or tax number), and 'ZSVR number (Central Agency Packaging Register – ZSVR – registration number)'. A box lists benefits for registered customers: 'Set up and view contract', 'Retrieve confirmation of system participation', 'Submit planned volume reports (expected and end-of-year volumes)', and 'Retrieve invoices'. A note at the bottom states: 'Important: In addition to participating in a compliance scheme, you must also register with the Central Agency Packaging Register (ZSVR). To do so, go to <https://lucid.verpackungsregister.org/> and enter the number received here. Alternatively, you may also add the registration number to your customer data at a later time.' A 'NEXT >' button is at the bottom right.

2 registration

2.1 Creation of an account

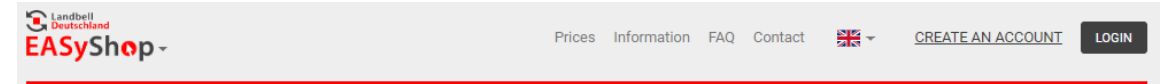
- Check data and make corrections via „Change“ if necessary
- Accept **Terms & Conditions** as well as **Privacy Policy**
- Click on „**Create account**“, then the below window appears:



Create an account

Just 1 more click to activate your account!

We have sent a confirmation link to via email. Please click on the link to finish opening your account



Create an account

Company information Contact details Confirmation

Confirmation

Please check that all information is correct. If not, please click 'Change'.

Company information

Change

Contact details

Change

Company name

Street + House number

Postcode

Location

VAT number

Country in which company is headquartered

Honorific

First name

Surname

Email

Telephone number

Username

I have read the [Terms & Conditions](#) and accept them.

I have read the [Privacy policy](#) and accept them.

CREATE ACCOUNT

2 registration

↳ 2.1 Creation of an account

- Your account have been created and an **activation link** has been sent to the specified email address
 - Please also check your SPAM folder.
- After clicking on the link in the email, your account will be activated, and you can **log in** with **your username** and **password to conclude a participation agreement** with Landbell.



Dear Sir or Madam,

Thank you very much for the setup of an account in our EASyShop.

To activate your EASyShop account please click on the following link:

>> <https://tst-easyshop.landbell.de/account-activated> <<

If this does not work, please copy the following link into the URL bar of your browser:

<https://tst-easyshop.landbell.de/account-activated?activationCode=987ce1794a854c9bb1b74d40a2d24d63>

We have registered the following user name:

Please do not hesitate to contact us if you have any questions.

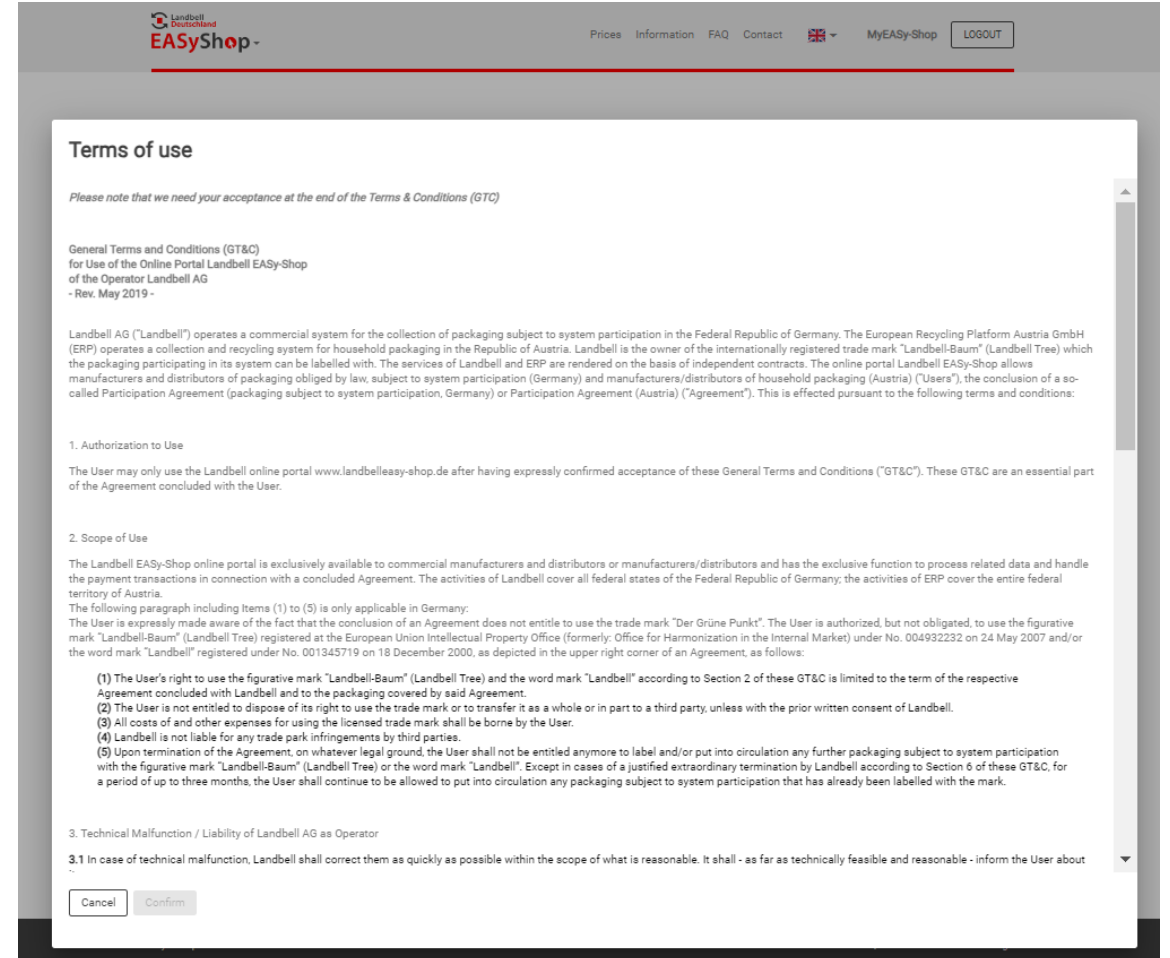
Kind regards

Your Landbell Team

2 registration

2.2 Purchase contract

- You must first accept the **terms of use**:
 - Scroll to the bottom of the document, put your checkmark at the end and go to "Confirm".



The screenshot shows the 'Terms of use' page on the Landbell EASyShop website. The page header includes the Landbell Deutschland logo, navigation links (Prices, Information, FAQ, Contact), a language selector (DE), and user options (MyEASy-Shop, LOGOUT). The main content area is titled 'Terms of use' and contains the following text:

Please note that we need your acceptance at the end of the Terms & Conditions (GTC)

General Terms and Conditions (GT&C)
for Use of the Online Portal Landbell EASy-Shop
of the Operator Landbell AG
- Rev. May 2019 -

Landbell AG ("Landbell") operates a commercial system for the collection of packaging subject to system participation in the Federal Republic of Germany. The European Recycling Platform Austria GmbH (ERP) operates a collection and recycling system for household packaging in the Republic of Austria. Landbell is the owner of the internationally registered trade mark "Landbell-Baum" (Landbell Tree) which the packaging participating in its system can be labelled with. The services of Landbell and ERP are rendered on the basis of independent contracts. The online portal Landbell EASy-Shop allows manufacturers and distributors of packaging obliged by law, subject to system participation (Germany) and manufacturers/distributors of household packaging (Austria) ("Users"), the conclusion of a so-called Participation Agreement (packaging subject to system participation, Germany) or Participation Agreement (Austria) ("Agreement"). This is effected pursuant to the following terms and conditions.

1. Authorization to Use

The User may only use the Landbell online portal www.landbelleasy-shop.de after having expressly confirmed acceptance of these General Terms and Conditions ("GT&C"). These GT&C are an essential part of the Agreement concluded with the User.

2. Scope of Use

The Landbell EASy-Shop online portal is exclusively available to commercial manufacturers and distributors or manufacturers/distributors and has the exclusive function to process related data and handle the payment transactions in connection with a concluded Agreement. The activities of Landbell cover all federal states of the Federal Republic of Germany; the activities of ERP cover the entire federal territory of Austria.

The following paragraph including Items (1) to (5) is only applicable in Germany:
The User is expressly made aware of the fact that the conclusion of an Agreement does not entitle to use the trade mark "Der Grüne Punkt". The User is authorized, but not obligated, to use the figurative mark "Landbell-Baum" (Landbell Tree) registered at the European Union Intellectual Property Office (formerly: Office for Harmonization in the Internal Market) under No. 004932232 on 24 May 2007 and/or the word mark "Landbell" registered under No. 001345719 on 18 December 2000, as depicted in the upper right corner of an Agreement, as follows:

- (1) The User's right to use the figurative mark "Landbell-Baum" (Landbell Tree) and the word mark "Landbell" according to Section 2 of these GT&C is limited to the term of the respective Agreement concluded with Landbell and to the packaging covered by said Agreement.
- (2) The User is not entitled to dispose of its right to use the trade mark or to transfer it as a whole or in part to a third party, unless with the prior written consent of Landbell.
- (3) All costs of and other expenses for using the licensed trade mark shall be borne by the User.
- (4) Landbell is not liable for any trade mark infringements by third parties.
- (5) Upon termination of the Agreement, on whatever legal ground, the User shall not be entitled anymore to label and/or put into circulation any further packaging subject to system participation with the figurative mark "Landbell-Baum" (Landbell Tree) or the word mark "Landbell". Except in cases of a justified extraordinary termination by Landbell according to Section 6 of these GT&C, for a period of up to three months, the User shall continue to be allowed to put into circulation any packaging subject to system participation that has already been labelled with the mark.

3. Technical Malfunction / Liability of Landbell AG as Operator

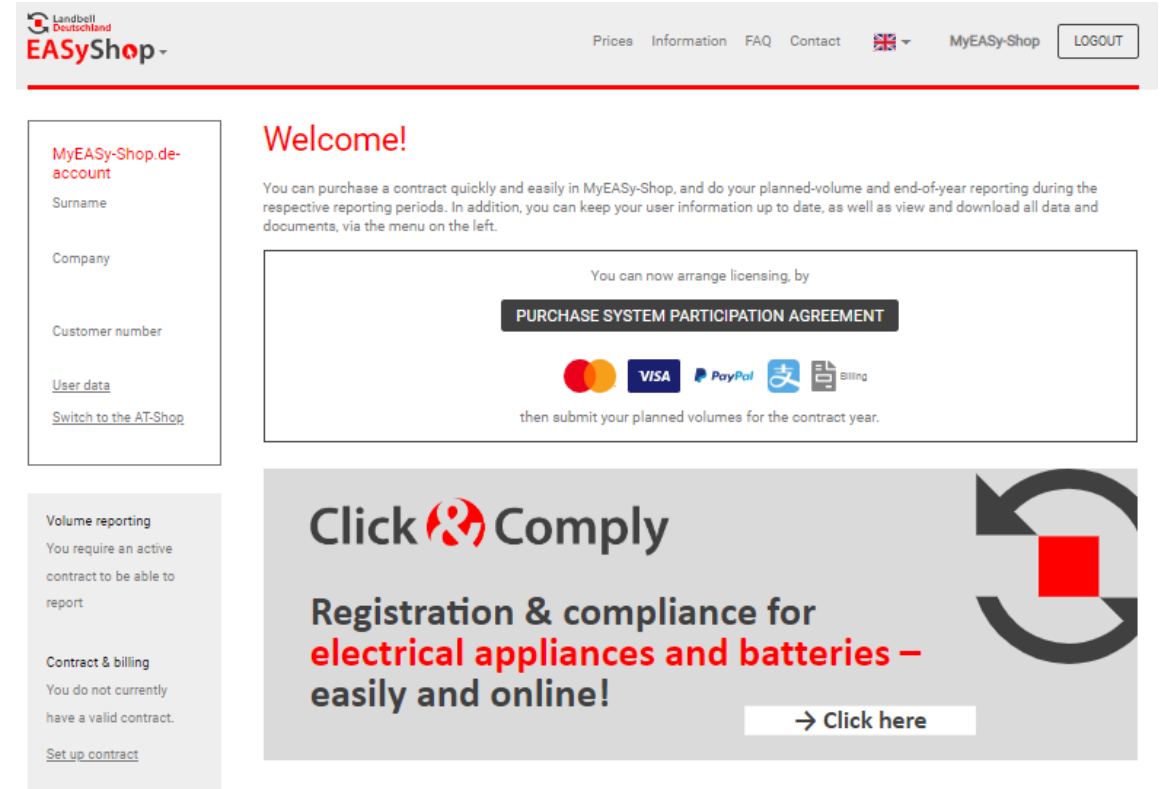
3.1 In case of technical malfunction, Landbell shall correct them as quickly as possible within the scope of what is reasonable. It shall - as far as technically feasible and reasonable - inform the User about ..

At the bottom of the page, there are two buttons: "Cancel" and "Confirm".

2 registration

2.2 Purchase contract

- Click on **“Purchase system participation agreement”** to conclude a contract

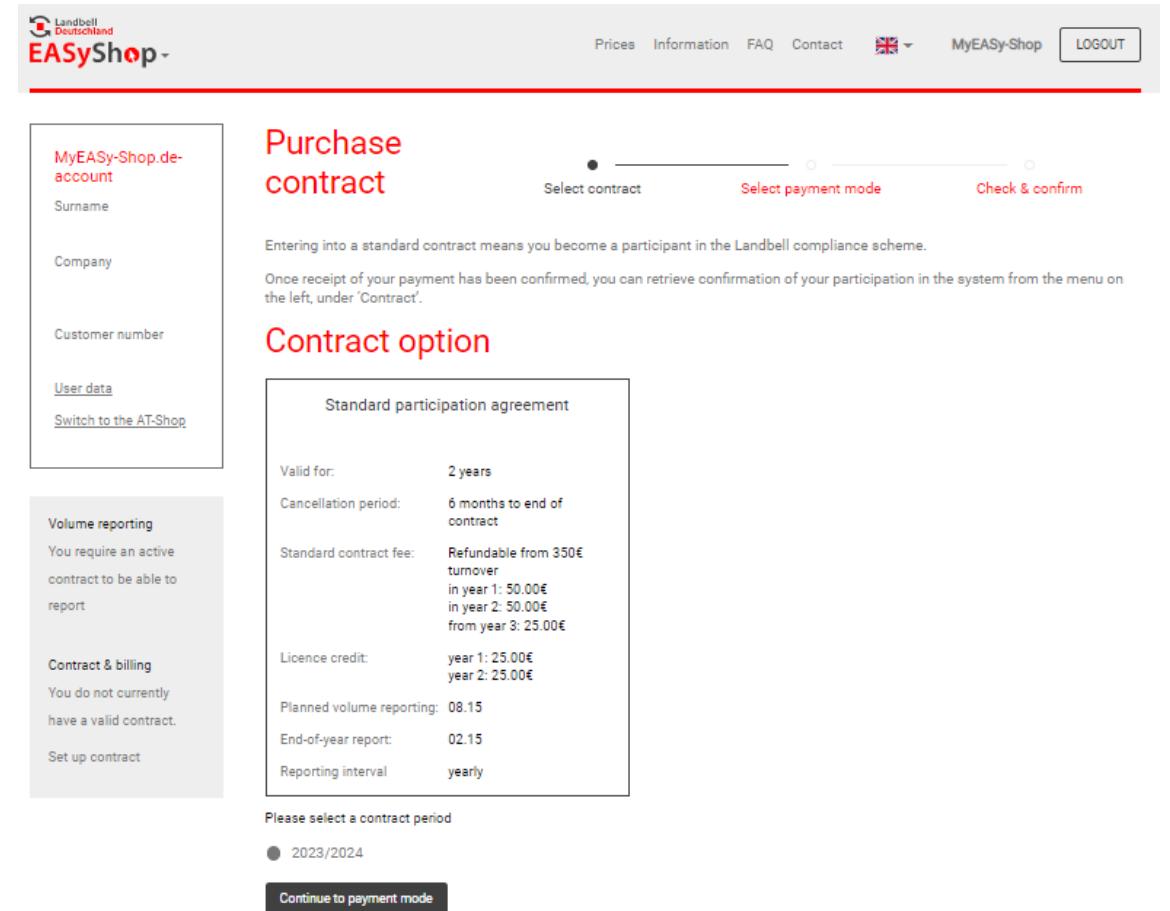


The screenshot shows the MyEASy-Shop website interface. At the top, there is a navigation bar with the Landbell Deutschland logo, the text 'EASyShop', and links for 'Prices', 'Information', 'FAQ', 'Contact', a language selector (UK), 'MyEASy-Shop', and a 'LOGOUT' button. On the left side, there is a sidebar menu with the following items: 'MyEASy-Shop.de-account', 'Surname', 'Company', 'Customer number', 'User data', and 'Switch to the AT-Shop'. Below this, there are two sections: 'Volume reporting' (with subtext 'You require an active contract to be able to report') and 'Contract & billing' (with subtext 'You do not currently have a valid contract.'). The main content area features a 'Welcome!' message, a brief explanation of the service, and a prominent button labeled 'PURCHASE SYSTEM PARTICIPATION AGREEMENT'. Below this button are logos for payment methods: Mastercard, VISA, PayPal, and Alipay, along with a 'Billing' icon. A note states 'then submit your planned volumes for the contract year.' At the bottom, there is a large banner with the text 'Click Comply Registration & compliance for electrical appliances and batteries – easily and online!' and a 'Click here' button. The banner also features a circular arrow icon with a red square in the center.

2 registration

2.2 Purchase contract

- You can see all important **contract conditions** as well as the reporting deadlines at a glance
- Select the corresponding **contract period**
- Select how you would like to receive your **invoices** - for download in the EASyShop or by post
- Click "Continue" to **payment method**



The screenshot shows the 'Purchase contract' page in the EASyShop interface. The page is divided into several sections:

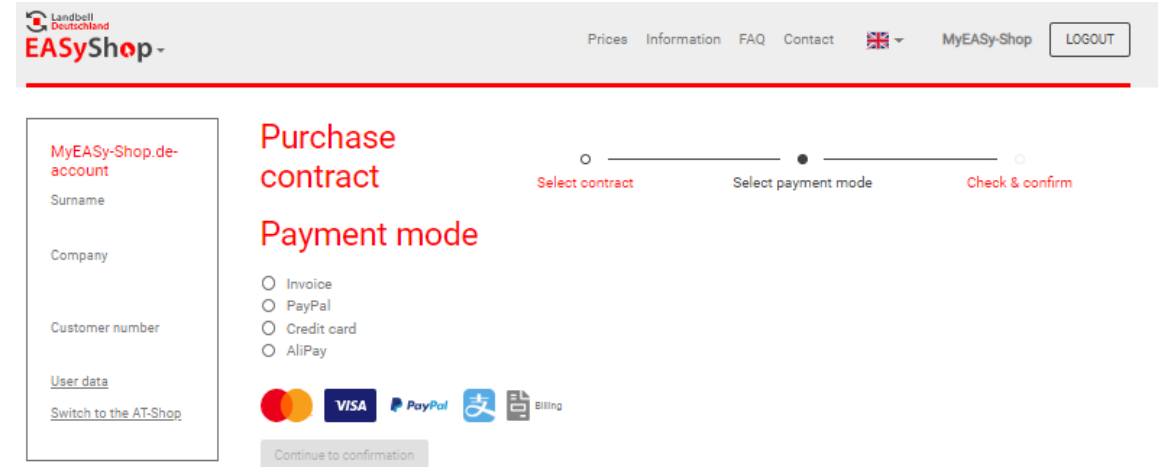
- Header:** Landbell Deutschland EASyShop - with navigation links for Prices, Information, FAQ, Contact, a language selector (UK), MyEASy-Shop, and a LOGOUT button.
- Progress Bar:** A horizontal bar with three steps: 'Select contract' (active), 'Select payment mode', and 'Check & confirm'.
- MyEASy-Shop.de-account:** A sidebar menu with fields for Surname, Company, and Customer number. It also includes links for 'User data' and 'Switch to the AT-Shop'.
- Volume reporting:** A section stating 'You require an active contract to be able to report'.
- Contract & billing:** A section stating 'You do not currently have a valid contract. Set up contract'.
- Purchase contract:** The main heading, followed by explanatory text: 'Entering into a standard contract means you become a participant in the Landbell compliance scheme. Once receipt of your payment has been confirmed, you can retrieve confirmation of your participation in the system from the menu on the left, under 'Contract'.'
- Contract option:** A box titled 'Standard participation agreement' containing the following details:

Valid for:	2 years
Cancellation period:	6 months to end of contract
Standard contract fee:	Refundable from 350€ turnover in year 1: 50.00€ in year 2: 50.00€ from year 3: 25.00€
Licence credit:	year 1: 25.00€ year 2: 25.00€
Planned volume reporting:	08.15
End-of-year report:	02.15
Reporting interval:	yearly
- Contract Selection:** A prompt 'Please select a contract period' with a radio button selected for '2023/2024'.
- Continue Button:** A dark button labeled 'Continue to payment mode'.

2 registration

2.2 Purchase contract

- Select the **method of payment**:
 - By Paypal
 - By credit card
 - By AliPay
 - By Invoice is possible only for EU customers
- Click on „Continue“ to **confirm**

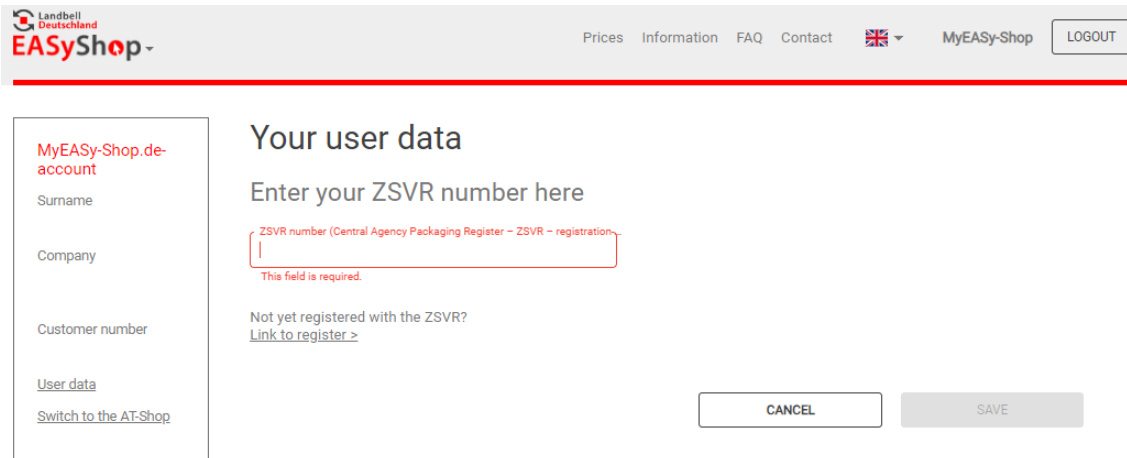


The screenshot shows the 'Purchase contract' page in the EASyShop interface. At the top, there is a navigation bar with the EASyShop logo, a language selector (set to German), and a 'MyEASy-Shop' button with a 'LOGOUT' option. Below the navigation bar, a progress indicator shows three steps: 'Select contract' (unselected), 'Select payment mode' (selected), and 'Check & confirm' (unselected). The main content area is divided into two columns. The left column contains a form for 'MyEASy-Shop.de-account' with fields for 'Surname', 'Company', and 'Customer number'. Below these fields are links for 'User data' and 'Switch to the AT-Shop'. The right column is titled 'Purchase contract' and 'Payment mode'. It features four radio button options: 'Invoice', 'PayPal', 'Credit card', and 'AliPay'. Below these options are icons for payment methods: Mastercard, VISA, PayPal, Alipay, and Billigo. At the bottom of the right column is a 'Continue to confirmation' button.

2 registration

2.2 Purchase contract

- You must now enter your **ZSVR Register number** (DE+13 digits) at the latest to conclude the contract:



MyEASy-Shop.de-account

Surname

Company

Customer number

User data

Switch to the AT-Shop

Your user data

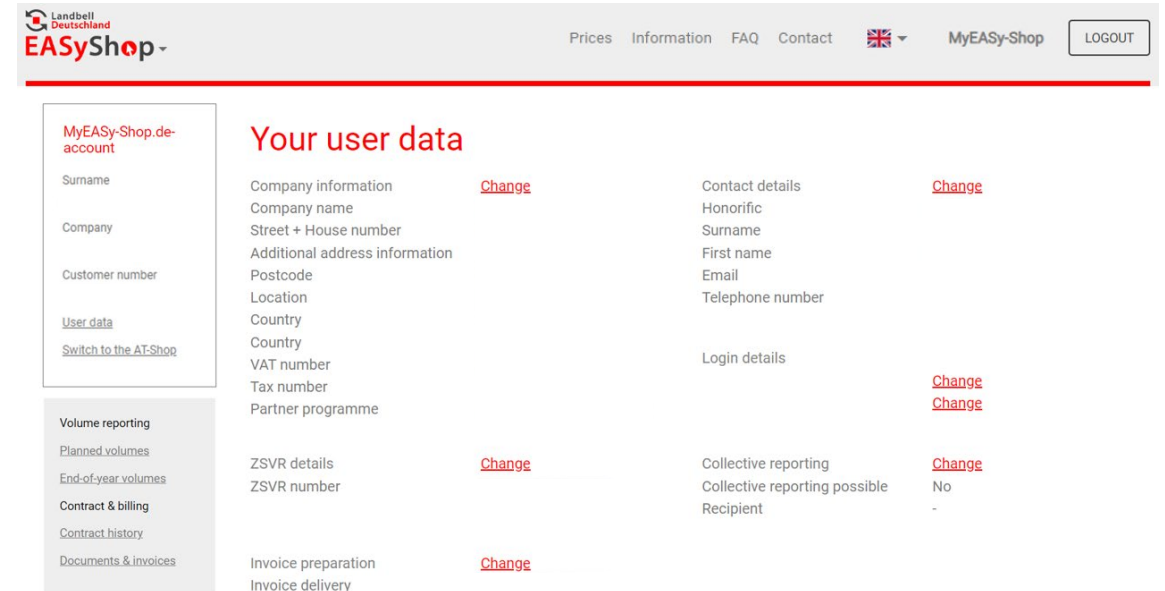
Enter your ZSVR number here

ZSVR number (Central Agency Packaging Register - ZSVR - registration)

This field is required.

Not yet registered with the ZSVR?
[Link to register >](#)

CANCEL SAVE



Landbell Deutschland EASyShop

Prices Information FAQ Contact MyEASy-Shop LOGOUT

Your user data

MyEASy-Shop.de-account

Surname

Company

Customer number

User data

Switch to the AT-Shop

Company information [Change](#)

Company name

Street + House number

Additional address information

Postcode

Location

Country

Country

VAT number

Tax number

Partner programme

Contact details [Change](#)

Honorific

Surname

First name

Email

Telephone number

Login details [Change](#)

[Change](#)

ZSVR details [Change](#)

ZSVR number

Collective reporting [Change](#)

Collective reporting possible Recipient No -

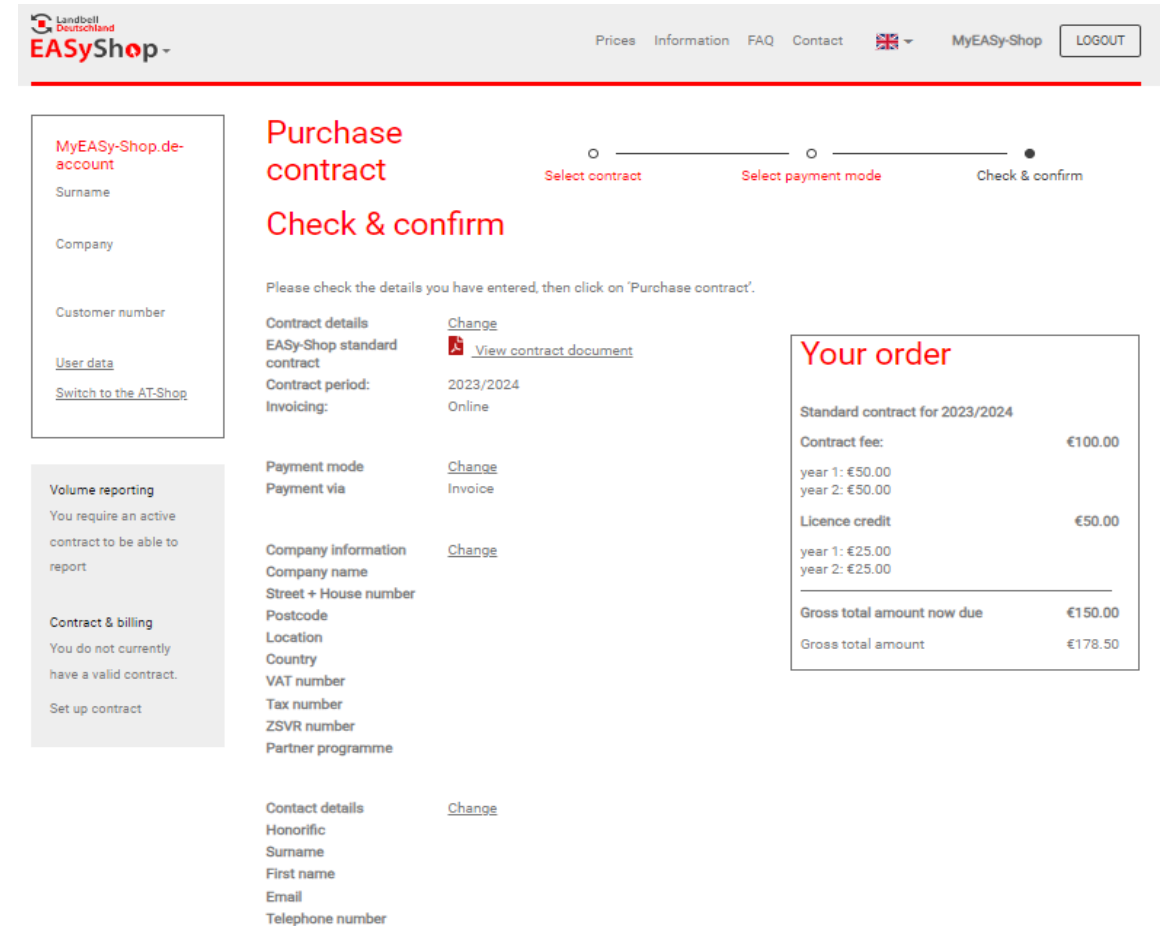
Invoice preparation [Change](#)

Invoice delivery

2 registration

2.2 Purchase contract

- **Check your entries:**
 - Via "Change" you can still adjust all details
- You can view the contract document in advance as a PDF file.
- Click on **"Purchase contract"** to conclude a participation agreement with Landbell AG.
- Afterwards you can **use all functions of the MyEASy store** (see next chapter).



The screenshot shows the 'Purchase contract' page in the MyEASyShop interface. The page is titled 'Purchase contract' and 'Check & confirm'. It features a progress bar with three steps: 'Select contract', 'Select payment mode', and 'Check & confirm'. The main content area is divided into several sections:

- MyEASy-Shop.de-account**: A sidebar menu with options for 'Surname', 'Company', 'Customer number', 'User data', and 'Switch to the AT-Shop'.
- Contract details**: A table with columns for 'Contract details' and 'Change'. It includes 'EASy-Shop standard contract', 'Contract period: 2023/2024', 'Invoicing: Online', and a link to 'View contract document'.
- Payment mode**: A table with columns for 'Payment mode' and 'Change'. It includes 'Payment via Invoice'.
- Company information**: A table with columns for 'Company information' and 'Change'. It includes 'Company name', 'Street + House number', 'Postcode', 'Location', 'Country', 'VAT number', 'Tax number', 'ZSVR number', and 'Partner programme'.
- Contact details**: A table with columns for 'Contact details' and 'Change'. It includes 'Honorific', 'Surname', 'First name', 'Email', and 'Telephone number'.
- Your order**: A summary table showing the order details and total amounts.

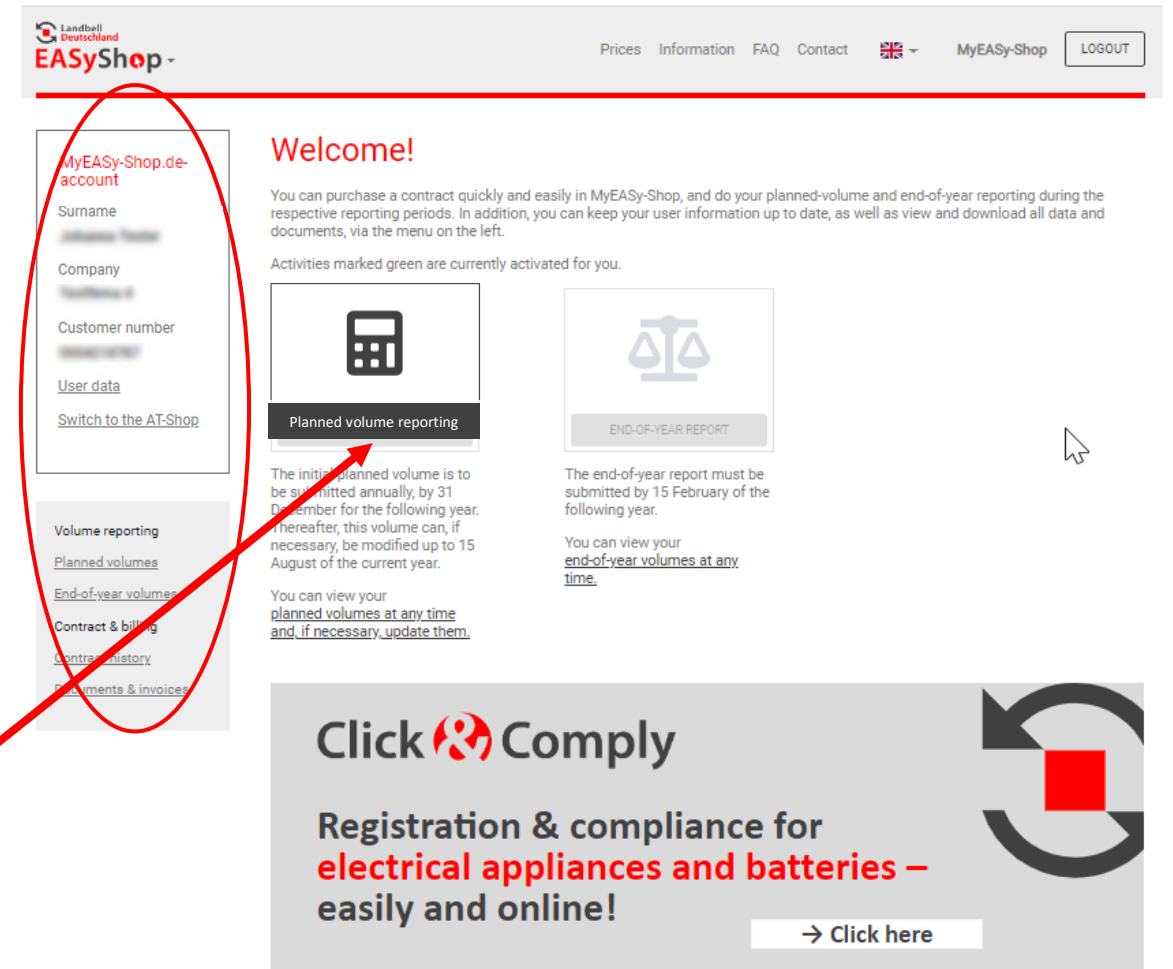
Your order	
Standard contract for 2023/2024	
Contract fee:	€100.00
year 1:	€50.00
year 2:	€50.00
Licence credit	€50.00
year 1:	€25.00
year 2:	€25.00
Gross total amount now due	€150.00
Gross total amount	€178.50

PURCHASE CONTRACT

3 MyEASyShop

- **MyEASyShop account:** Here you can view the name of the registered company, the data of the contact person at your company, as well as your EASyShop customer number.
- Via **User data**, you can edit or change your contact data and your registration number at the Central Agency.
- **Volume reporting:**
 - Here you can enter, view and update your **planned volumes**.
 - Here you can submit your **year-end volumes report** and view reports from the preceding years.
- **Contract & Billing:** Here you can view your contract as well as invoices and other documents.

Important: Areas marked with grey colour are currently enabled for you.



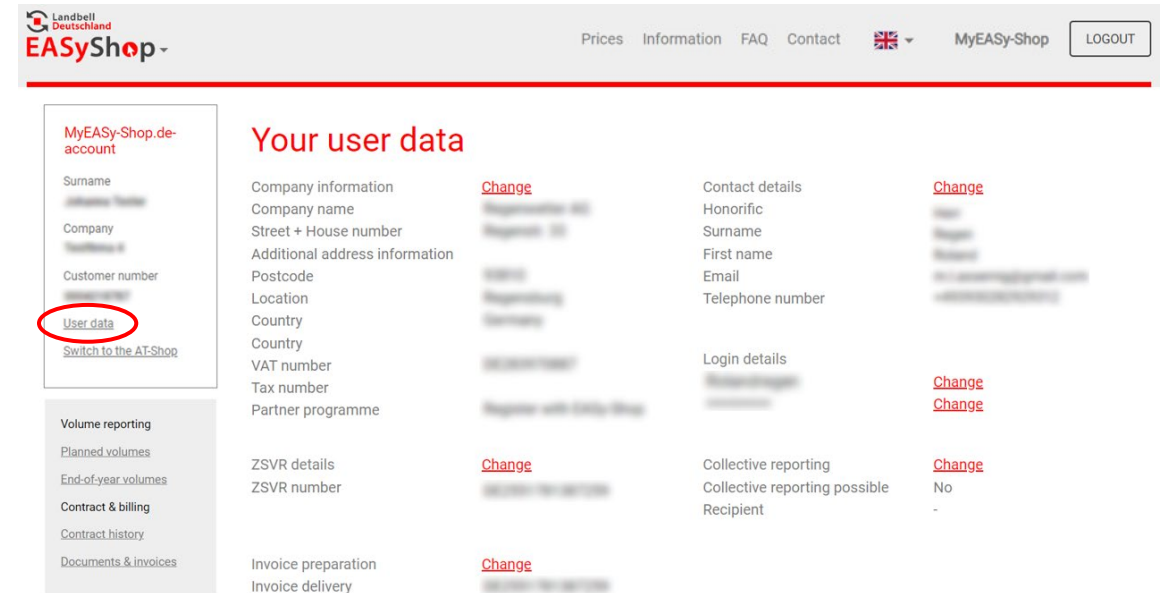
The screenshot displays the MyEASyShop user interface. At the top, there is a navigation bar with the Landbell Deutschland logo, the text 'EASyShop', and links for 'Prices', 'Information', 'FAQ', 'Contact', a language selector (UK), 'MyEASy-Shop', and a 'LOGOUT' button. The main content area is divided into several sections. On the left, there is a sidebar menu with 'MyEASy-Shop.de-account' selected, and sub-items for 'Surname', 'Company', 'Customer number', 'User data', and 'Switch to the AT-Shop'. The 'User data' section is highlighted with a red circle. Below this, there is a 'Volume reporting' section with sub-items for 'Planned volumes', 'End-of-year volumes', 'Contract & billing', 'Contract history', and 'Documents & invoices'. The 'Planned volume reporting' button is highlighted with a red arrow. The main content area features a 'Welcome!' message, followed by a paragraph explaining the user's ability to purchase contracts and report volumes. Below this, there are two cards: 'Planned volume reporting' (highlighted with a red arrow) and 'END-OF-YEAR REPORT'. The 'Planned volume reporting' card contains a calculator icon and text explaining that the initial planned volume is submitted annually by 31 December and can be modified up to 15 August. The 'END-OF-YEAR REPORT' card contains a scales icon and text explaining that the end-of-year report must be submitted by 15 February of the following year. At the bottom, there is a 'Click & Comply' banner with the text 'Registration & compliance for electrical appliances and batteries – easily and online!' and a 'Click here' button.

3 MyEASyShop

3.1 Change of User Data

■ **Changing your data:** Via **User data**, you can edit the following data.

- Enterprise data
- Contact data
- ZSVR (LUCID) - registration no.
- Access data



The screenshot shows the 'Your user data' page in the MyEASyShop interface. The page is divided into several sections, each with a 'Change' link. The 'User data' section is highlighted with a red circle in the original image. The page also features a navigation menu at the top and a sidebar on the left.

MyEASy-Shop.de-account

- Surname
- Company
- Customer number
- User data** (highlighted)
- Switch to the AT-Shop

Volume reporting

- Planned volumes
- End-of-year volumes
- Contract & billing**
- Contract history
- Documents & invoices

Your user data

- Company information** [Change](#)
 - Company name
 - Street + House number
 - Additional address information
 - Postcode
 - Location
 - Country
 - VAT number
 - Tax number
 - Partner programme
- ZSVR details** [Change](#)
 - ZSVR number
- Invoice preparation** [Change](#)
 - Invoice delivery
- Contact details** [Change](#)
 - Honorific
 - Surname
 - First name
 - Email
 - Telephone number
- Login details**
 - Tax number [Change](#)
 - Partner programme [Change](#)
- Collective reporting** [Change](#)
 - Collective reporting possible: No
 - Recipient: -

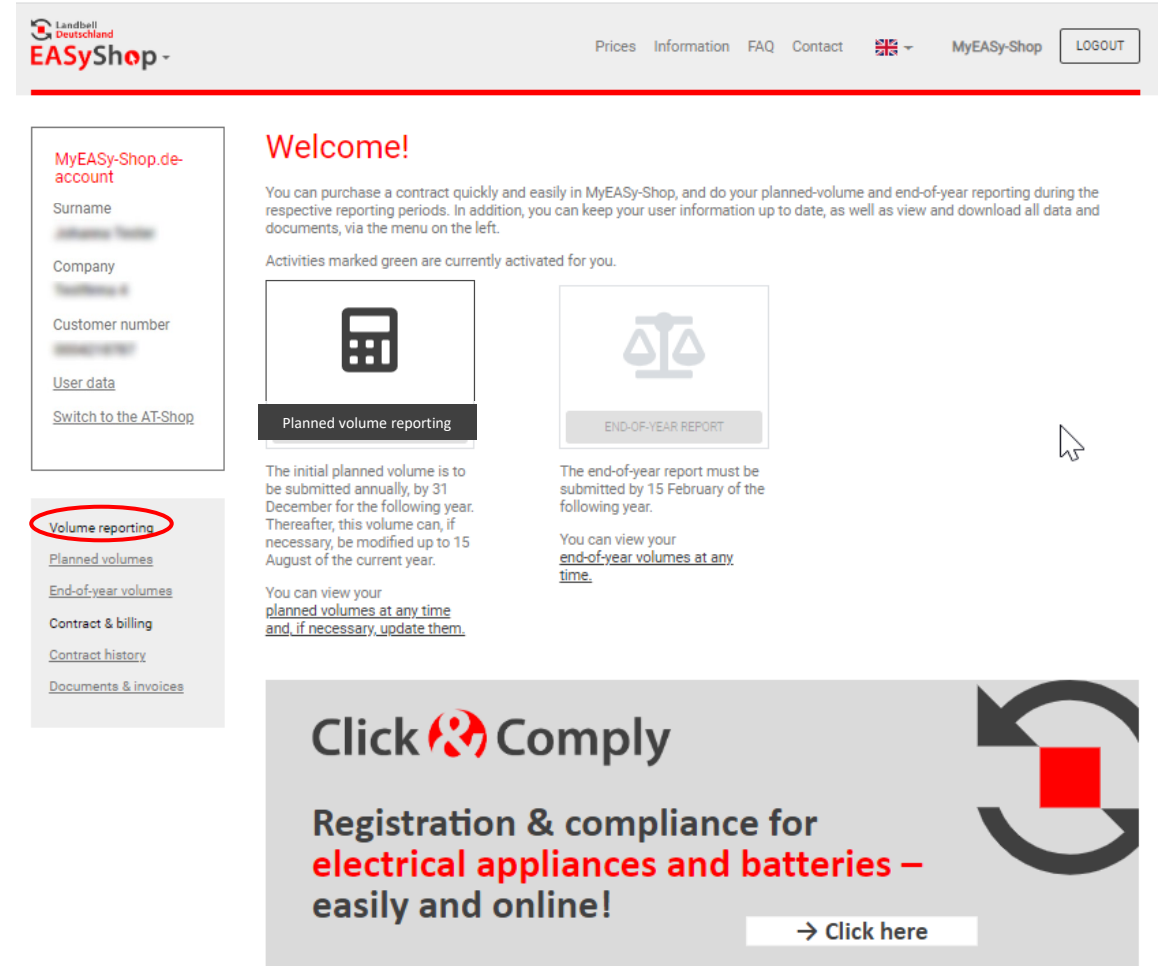
3 MyEASyShop

3.2 Volume Report

■ Via **Volume reporting**, you can:

- Enter, update and view planned quantities.
- Submit and view final annual reports (*formerly: report quantities*)

Important: Areas marked with dark gray colour are currently enabled for you.



The screenshot shows the MyEASyShop user interface. At the top, there is a navigation bar with the Landbell Deutschland logo, the text 'EASyShop', and links for Prices, Information, FAQ, Contact, a language selector (UK), 'MyEASy-Shop', and a LOGOUT button. On the left, a sidebar contains account details: 'MyEASy-Shop.de-account', Surname, Company, Customer number, User data, and a link to 'Switch to the AT-Shop'. Below this, a menu lists 'Volume reporting' (circled in red), 'Planned volumes', 'End-of-year volumes', 'Contract & billing', 'Contract history', and 'Documents & invoices'. The main content area features a 'Welcome!' message and two reporting options: 'Planned volume reporting' (highlighted in dark gray) and 'END-OF-YEAR REPORT' (grayed out). The 'Planned volume reporting' section includes text about annual submission by 31 December and a link to view planned volumes at any time. The 'END-OF-YEAR REPORT' section includes text about submission by 15 February and a link to view end-of-year volumes at any time. At the bottom, a banner for 'Click & Comply' promotes registration and compliance for electrical appliances and batteries, with a 'Click here' button.

3.2 Volume Report

■ Planned volumes (1):

- Please enter your planned annual quantities per type of material in kg for the respective license year and click on "Submit planned volumes"
- **The same planned quantities must also be submitted in the [Portal of the Central Agency ZSVR \(LUCID\)](#).**
- The initial report of annual planned volumes must be submitted by 31 December of a year for the next following year.
- However, the annual planned quantities can be adjusted at any time until 15 August of the current year of contract, e.g. the planned quantities for the contract year 2023 can be adjusted until 15 August 2023.

MyEASyShop.de-account

Surname
Company
Customer number
[User data](#)
[Switch to the AT-Shop](#)

Planned volumes

Volumes must also be reported via the Central Agency Packaging Register (LUCID/ZSVR) portal, and exactly the same information must be submitted in each case (LUCID and Landbell), as the information held by the ZSVR and the compliance schemes will be compared.
An initial planned volume report for the following year must be submitted by 31 December, while amended reports can be submitted up to 15 August of the current contract year.
You can find further information in our [FAQ](#).

Reporting of planned packaging subject to participation (pursuant to §7, para. 1 Packaging Act)

We have now saved the following planned volumes for you:

Licence year: 2023

Material	Volume (per year)
Glass	20,000.000 kg
Paper/cardboard/paperboard	7,000.000 kg
Ferrous metals	0.000 kg
Aluminium	0.000 kg
Plastics	0.000 kg
Beverage carton pack.	0.000 kg
Other composite packaging	0.000 kg
Other materials	0.000 kg

[SUBMIT NEW REPORT](#)

Licence year: 2023

Material	Volume (per year)
Glass	<input type="text" value="0.000"/> kg
Paper/cardboard/paperboard	<input type="text" value="0.000"/> kg
Ferrous metals	<input type="text" value="0.000"/> kg
Aluminium	<input type="text" value="0.000"/> kg
Plastics	<input type="text" value="0.000"/> kg
Beverage carton pack.	<input type="text" value="0.000"/> kg
Other composite packaging	<input type="text" value="0.000"/> kg
Other materials	<input type="text" value="0.000"/> kg

[SUBMIT PLANNED VOLUMES](#)

3.2 Volume Report

Planned volumes (2):

- Here you can view the planned reports you submitted previously.

X schliessen

Material	Year volume
Glass	0,000 kg
Paper/cardboard/paperboard	12.220,000 kg
Ferrous metals	50.000,000 kg
Aluminium	0,000 kg
Plastics	0,000 kg
Beverage carton pack.	0,000 kg
Other composite packaging	0,000 kg
Other materials	0,000 kg

[Switch to the AT-Shop](#)

Licence year: 2023

Volume reporting

Planned volumes

[End-of-year volumes](#)

Contract & billing

[Contract history](#)

[Documents & invoices](#)

Material	Volume (per year)
Glass	20,000.000 kg
Paper/cardboard/paperboard	7,000.000 kg
Ferrous metals	0.000 kg
Aluminium	0.000 kg
Plastics	0.000 kg
Beverage carton pack.	0.000 kg
Other composite packaging	0.000 kg
Other materials	0.000 kg

[SUBMIT NEW REPORT](#)

Click on [i](#) to obtain a specification for the material in question.

Previous planned volumes reported

Contract	Contract year	Created on	Notifier	
[Contract ID]	2023	2023-07-20 10:00:00		View

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3.2 Volume Report

- **Year-end volume report (formerly “report quantities”) (1):**
 - Please enter your final annual quantities per type of material in kg for the respective license year and click on **"Confirm volumes"**.
 - **The same report must also be submitted to the [Portal of the Central Agency ZSVR \(LUCID\)](#).**
 - The year-end volume report must be submitted until 15 February of the year following the respective year of contract; e. g. for the contract year 2022 until 15 February 2023.

The screenshot shows the MyEASyShop user interface. At the top, there is a navigation bar with the Landbell Deutschland logo, the text 'MyEASyShop', and links for 'Prices', 'Information', 'FAQ', 'Contact', a language selector (UK flag), 'MyEASy-Shop', and a 'LOGOUT' button. On the left side, there is a user profile section for 'MyEASy-Shop.de-account' with fields for Surname, Company, and Customer number, along with links for 'User data' and 'Switch to the AT-Shop'. Below this is a sidebar menu with 'Volume reporting' selected, and 'End-of-year volumes' circled in red. The main content area is titled 'End-of-year volumes' and contains a paragraph explaining the legal requirement to submit an end-of-year report of packaging subject to system participation. It also mentions that volumes must be submitted via the Central Agency Packaging Register (LUCID/ZSVR) portal. Below this is a section for 'Reporting of packaging subject to participation (pursuant to §7, para. 1 Packaging Act)' with a 'Licence year' dropdown set to '2023'. A table titled 'Please submit your annual volumes by material type:' lists various materials with input fields for their year volume in kg. The materials listed are Glass, Paper/cardboard/paperboard, Ferrous metals, Aluminium, Plastics, Beverage carton pack., Other composite packaging, and Other materials, each with a '0.000 kg' value. A 'CONFIRM VOLUMES' button is at the bottom of the table. To the right of the table is a text box that says 'Click on 1 to obtain a specification for the material in question.'

Material	Year volume
1 Glass	<input type="text" value="0.000"/> kg
1 Paper/cardboard/paperboard	<input type="text" value="0.000"/> kg
1 Ferrous metals	<input type="text" value="0.000"/> kg
1 Aluminium	<input type="text" value="0.000"/> kg
1 Plastics	<input type="text" value="0.000"/> kg
1 Beverage carton pack.	<input type="text" value="0.000"/> kg
1 Other composite packaging	<input type="text" value="0.000"/> kg
1 Other materials	<input type="text" value="0.000"/> kg

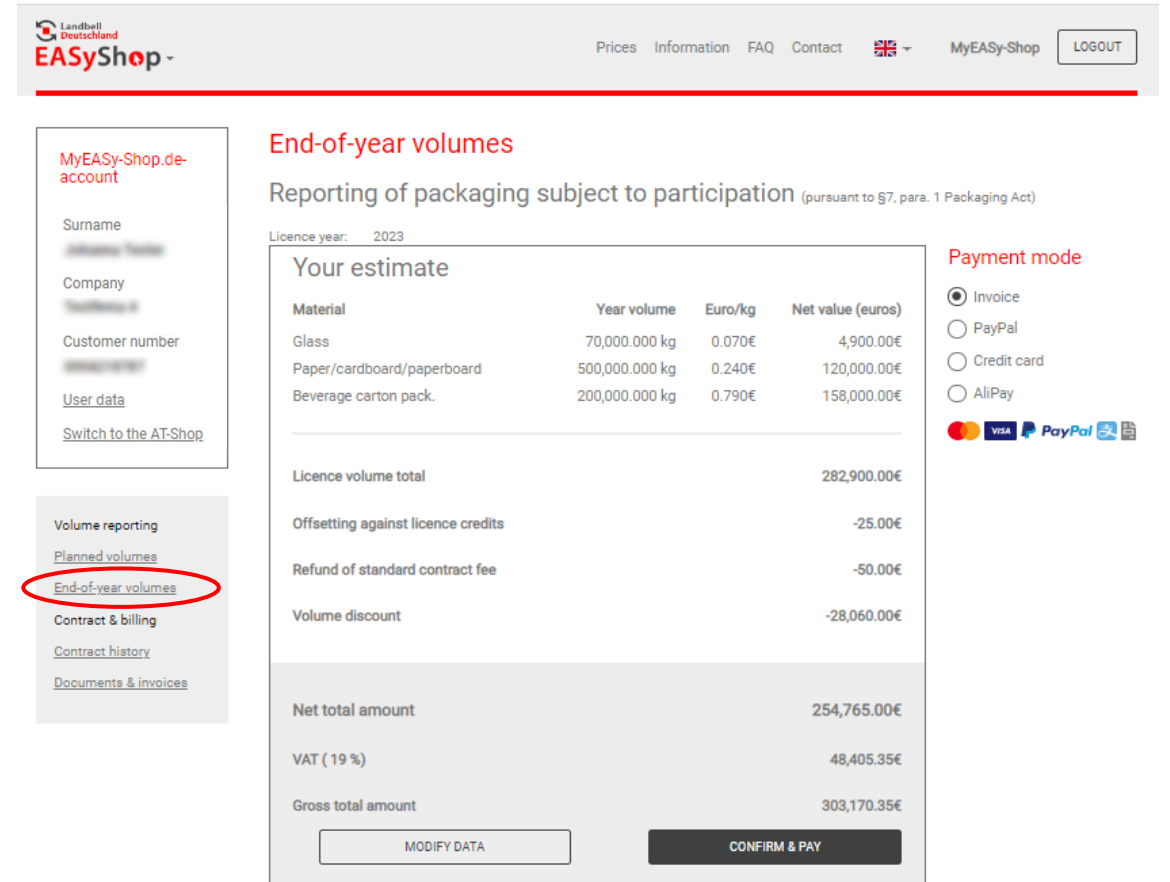
3 MyEASyShop

3.2 Volume Report

■ Year-end volume report (2):

- After volumes submission, the estimation costs per type of material and the total will be showed to you.
- Click on **“modify data”**, if you need to adjust your final quantities again.
- Click on **“Payment method”** to confirm and proceed to the payment. You can then choose between 4 types of payment:
 - Payment by invoice (for EU companies)
 - PayPal
 - Credit card (Visa or MasterCard)
 - AliPay
- After completion, you will receive a confirmation by e-mail and you can open your confirmation of participation as a PDF document under the menu item **“Documents and invoices”**.

Important: Please do not forget that you also have the obligation to submit your year-end volume report with the same content, selecting the compliance scheme as your **“System Operator” LANDBELL**, in the [Portal of the Central Agency \(ZSVR - LUCID\)](#).



MyEASyShop.de-account

Prices Information FAQ Contact MyEASy-Shop LOGOUT

End-of-year volumes

Reporting of packaging subject to participation (pursuant to §7, para. 1 Packaging Act)

Licence year: 2023

Material	Year volume	Euro/kg	Net value (euros)
Glass	70,000.000 kg	0.070€	4,900.00€
Paper/cardboard/paperboard	500,000.000 kg	0.240€	120,000.00€
Beverage carton pack.	200,000.000 kg	0.790€	158,000.00€

Licence volume total 282,900.00€

Offsetting against licence credits -25.00€

Refund of standard contract fee -50.00€

Volume discount -28,060.00€

Net total amount 254,765.00€

VAT (19 %) 48,405.35€

Gross total amount 303,170.35€

Payment mode

Invoice

PayPal

Credit card

AliPay

MODIFY DATA CONFIRM & PAY

- Via **Contract & Billing**, you can:
 - View your contract history
 - View and download documents and invoices as PDF documents

The screenshot shows the 'MyEASy-Shop.de-account' page. The left sidebar contains navigation links: 'Volume reporting', 'Planned volumes', 'End-of-year volumes', 'Contract & billing', 'Contract history', and 'Documents & invoices' (circled in red). The main content area is titled 'Documents & invoices' and contains a table of saved documents and invoices.

Order number	Document number	Document type	Document date ↓	Supporting documentation
100000	100000	Vorgabedruck	10/10	
100000	100000	Vorgabedruck	10/10	
100000	100000	Vorgabedruck	10/10	
100000	100000	Vorgabedruck	10/10	
100000	100000	Vorgabedruck	10/10	
100000	100000	Vorgabedruck	10/10	
100000	100000	Vorgabedruck	10/10	
100000	100000	Vorgabedruck	10/10	

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The screenshot shows the 'MyEASy-Shop.de-account' page with the 'Contract history' section selected in the sidebar (circled in red). The main content area is titled 'Contract history' and contains a table of saved contracts.

Order no.	Contract	Description	Created on	Gross value (euros)	Payment method	Action
100000	Vorgabedruck	10/10	Vorgabedruck	59,50	Invoice	
100000	Vorgabedruck	10/10	Vorgabedruck	59,50	Invoice	
100000	Vorgabedruck	10/10	Vorgabedruck	59,50	Invoice	
100000	Vorgabedruck	10/10	Vorgabedruck	59,50	Invoice	
100000	Vorgabedruck	10/10	Vorgabedruck	59,50	Credit card	
100000	Vorgabedruck	10/10	Vorgabedruck	59,50	PayPal	

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4 ERROR MESSAGES

4.1 Password Forgotten

■ You have forgotten your password?

1. Go to the "Login" button and then click on "Forgot password" in the login window.
2. Please enter your filed user name or the filed e-mail address. Then an e-mail for resetting the password will be sent to you.
3. Then, you can log in as usual using your user name/ e-mail address and the new password.

With regard to all problems, you can also contact our Service Center at any time under:

06131-235652 - 800

service.vertrieb@landbell.de

