

**Standard Form**  
**Sample Request for Confidentiality Letter**



The following is a sample Confidentiality Request letter, which needs to be completed on company letterhead, signed by an authorized Applicant/Agent, and submitted to TÜV Rheinland.

Date: 2021-04-14

Subject: Confidentiality Request for FCC ID: G2R-5411 and IC: 1135D-5411

Pursuant to FCC 47 CRF 0.457(d) and 0.459 and IC RSP-100, Section 10, the applicant requests that a part of the subject FCC/IC application be held confidential.

Type of Confidentiality Requested		Exhibit
<input type="checkbox"/> Short Term	<input checked="" type="checkbox"/> Permanent	Block Diagrams
<input checked="" type="checkbox"/> Short Term	<input type="checkbox"/> Permanent	Internal Photos ***
<input type="checkbox"/> Short Term	<input checked="" type="checkbox"/> Permanent	Operation Description/Theory of Operation
<input type="checkbox"/> Short Term	<input checked="" type="checkbox"/> Permanent	Tune-Up Procedure
<input type="checkbox"/> Short Term	<input checked="" type="checkbox"/> Permanent	Schematics
<input checked="" type="checkbox"/> Short Term	<input type="checkbox"/> Permanent	User's Manual***
<input checked="" type="checkbox"/> Short Term	n/a	Test Setup
<input checked="" type="checkbox"/> Short Term	n/a	External Photos

VTech Electronics Ltd has spent substantial effort in developing this product and it is one of the first of its kind in industry. Having the subject information easily available to "competition" would negate the advantage they have achieved by developing this product. Not protecting the details of the design will result in financial hardship.

**Permanent Confidentiality:**

The applicant requests the exhibits listed above as permanently confidential be permanently withheld from public review due to materials that contain trade secrets and proprietary information not customarily released to the public. (\*\*\*) PAG only)

**Short-Term Confidentiality:**

The applicant requests the exhibits selected above as short term confidential be withheld from public view for a period of 180 days from the date of the Grant of Equipment Authorization and prior to marketing. This is to avoid premature release of sensitive information prior to marketing or release of the product to the public. Applicant is also aware that they are responsible to notify TUV Rheinland in the event information regarding the product or the product is made available to the public. TUV Rheinland will then release the documents listed above for public disclosure pursuant to FCC Public Notice DA 04-1705.

Sincerely,

By: \_\_\_\_\_

(Signature/Title)

Antony Wong

(Print name)