To participate in the UN Global Compact, a Business Applicant must:

1. **Prepare a Letter of Commitment** (Fig. 1) by observing the following requirements:
   
   a. The Letter should be no longer than a two-page statement;
   b. The Letter contains an official company letterhead;
   c. The Letter is addressed to the current UN Secretary-General;
   d. The Letter expresses commitment to:
      i. The UN Global Compact and its Ten Principles; and
      ii. Take action in support of the Sustainable Development Goals; and
      iii. The annual submission of the Communication on Progress (COP), including its three necessary elements:
         1. Statement signed by the Chief Executive Officer expressing continued support for the UN Global Compact;
         2. A description of practical actions; and
         3. A measurement of outcomes
   e. The Letter is signed by the company’s Chief Executive Officer (name and title must be legibly printed underneath the signature);
   f. The Letter is scanned and available for upload in PDF format along with the Online Application Form

   *A template of The Letter of Commitment is available in English and nine other languages.

2. **Complete the Online Application Form** (Fig. 2a-2f) by following the steps below:

   a. Provide the basic information on your company, including the number of full-time, direct employees and your company’s annual sales or revenue in USD;
   b. Provide the contact details for the Primary Contact Point, this person will be the main point of contact between your company and the UN Global Compact office;
   c. Provide the contact details for your company’s Highest Level Executive, the name of the executive who signed the Letter of Commitment **must** correspond with this entry;
d. Select your preferred Engagement Level (Participant or Signatory), to learn more about the Engagement Model please click here;

e. Provide the contact details for your Financial Contact. If applicable, an invoice will be sent after your company’s application has been reviewed and accepted;

f. Ensure that your Letter of Commitment fulfills the requirements stated in step one before uploading a digital copy in PDF format;

g. Your company must be a legal entity in the country/state where it is based in order to become a UN Global Compact participant. To confirm legal status please include a link to a searchable government database that contains company information (such as your registration number, place of registration, company type, etc.)

*Please note: The Letter of Commitment is publicly posted on the participant's profile page on the UN Global Compact website in order to promote transparency.*
[Date]

H.E. António Guterres  
Secretary-General  
United Nations  
New York, NY 10017  
USA

Dear Mr. Secretary-General,

I am pleased to confirm that [name of company] supports the Ten Principles of the United Nations Global Compact on human rights, labour, environment and anti-corruption. With this communication, we express our intent to implement those principles. We are committed to making the UN Global Compact and its principles part of the strategy, culture and day-to-day operations of our company, and to engaging in collaborative projects which advance the broader development goals of the United Nations, particularly the Sustainable Development Goals. [Name of company] will make a clear statement of this commitment to our stakeholders and the general public.

We recognize that a key requirement for participation in the UN Global Compact is the annual submission of a Communication on Progress (COP) that describes our company’s efforts to implement the Ten Principles. We support public accountability and transparency, and therefore commit to report on progress within one year of joining the UN Global Compact, and annually thereafter according to the UN Global Compact COP policy. This includes:

- A statement signed by the chief executive expressing continued support for the UN Global Compact and renewing our ongoing commitment to the initiative and its principles. This is separate from our initial letter of commitment to join the UN Global Compact.
- A description of practical actions (i.e., disclosure of any relevant policies, procedures, activities) that the company has taken (or plans to undertake) to implement the UN Global Compact principles in each of the four issue areas (human rights, labour, environment, anti-corruption).
- A measurement of outcomes (i.e., the degree to which targets/performance indicators were met, or other qualitative or quantitative measurements of results).

Sincerely yours,

[Signature]  
[Name Mr. / Ms. _______]  
[Title* CEO/Managing Director]

6. Signed by the company’s Chief Executive Officer or equivalent (name and title must be legibly printed underneath the signature).

7. The Letter (no longer than a two-page statement) is scanned and available for upload before completing the Online Application Form.
Fig. 2a. Online Application Form for Business Applicants (part 1 of 6)

Business Organization Application

About your organization

Organizations Name:

Website:

Number of Employees:

Ownership:

Sector:

Please confirm your company’s annual sales/revenue in USD:

$000,000

Is your company a subsidiary or country office of a UN Global Compact Participant or Signatory?

- Yes
- No

Country:

Does your parent, subsidiary, or affiliate company derive any revenue from:

The production or manufacturing of tobacco:

- Yes
- No

Controversial weapons, including the production, sale and/or transfer of antipersonnel landmines or cluster bombs:

- Yes
- No

Next
This will be your primary contact point in receiving updates, news, and reminders pertaining to your engagement with the UN Global Compact.

Please save your login credentials, as you will be periodically required to access your company dashboard.
The Highest Level Executive (Chief Executive Officer or equivalent) signs the Letter of Commitment for your organization. After your application is reviewed and accepted, this person will receive official documents such as policy updates, reports, and invitations to special events via email and occasionally postal mail.

The Highest Level Executive will be receiving official documents such as policy updates, reports, and invitations to special events via email and occasionally postal mail.
Engagement Tier

Starting in January 2018, the UN Global Compact will offer two distinct engagement tiers to suit your company’s needs: Participant or Signatory. In order to engage in either tier, and remain an active Participant or Signatory of the UN Global Compact, we ask larger companies to make a required annual financial contribution, based on their company’s annual gross revenue/sales.

<table>
<thead>
<tr>
<th>SIGNATORY</th>
<th>PARTICIPANT</th>
</tr>
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</table>
| Signatories actively engage at their national or regional level with the UN Global Compact. Signatories receive:  
- Full access to their country-specific resources and activities  
- Basic access to the UN Global Compact digital platform and tools  
- Opportunities to engage with the Global Compact Local Network in their country or region.  | Participants actively engage at the global level with the UN Global Compact. Participants receive:  
- Full access to global resources and activities  
- Full access to the UN Global Compact digital platform and tools  
- Opportunities to fully engage with the Global Compact Local Network in their country or region.  |

<table>
<thead>
<tr>
<th>Annual Sales/Revenue (in USD)</th>
<th>Annual Signatory Contribution</th>
<th>Annual Participant Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>&gt; USD 5 billion</td>
<td>USD 10,000</td>
<td>USD 20,000</td>
</tr>
<tr>
<td>USD 1–5 billion</td>
<td>USD 7,500</td>
<td>USD 15,000</td>
</tr>
<tr>
<td>USD 259 million - 1 billion</td>
<td>USD 5,000</td>
<td>USD 10,000</td>
</tr>
<tr>
<td>USD 30-299 million</td>
<td>USD 2,500</td>
<td>USD 5,000</td>
</tr>
<tr>
<td>USD 25-59 million</td>
<td>Local Network contribution may apply**</td>
<td>USD 2,500</td>
</tr>
<tr>
<td>&lt; USD 25 million</td>
<td>Local Network contribution may apply**</td>
<td>USD 1,250</td>
</tr>
</tbody>
</table>

** Please contact your Local Network for more details

Here you will select whether your organization wishes to sign on as a ‘Participant’ or ‘Signatory’. For more information on the Engagement Model please visit https://www.unglobalcompact.org/participation/tiers.
Fig. 2e. Online Application Form for Business Applicants (part 5 of 6)

Financial Contact

Thank you for your commitment. If applicable, an invoice will be sent after your company's application has been reviewed and accepted. Please provide a Financial Contact to receive the invoice.

- Use the Primary Contact
- Use the Highest Level Executive
- Add a new Financial Contact

Details for Financial Contact

Please Select *

Mr.

First Name

Middle Name

Last Name

Job Title

Email

Phone

Postal Address

Address Cont.

City

State / Province

ZIP / Postal Code

Country *

NEXT
Ensure that the Letter of Commitment fulfills all requirements and is available in PDF format.

To confirm legal status please include a link to a searchable government database that contains company information (such as your registration number, place of registration, company type, etc.).