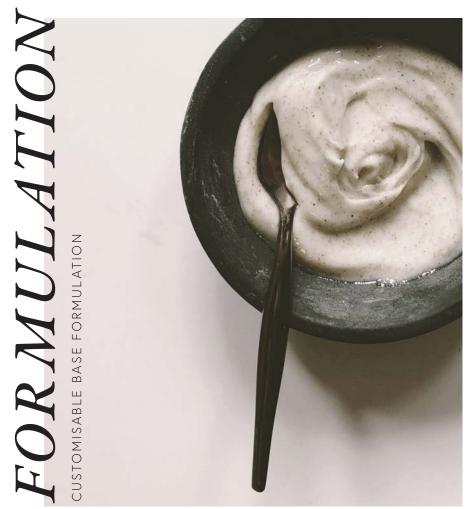
### NATURAL SPA FACTORY







# **WELCOME**

### A LITTLE ABOUT NATURAL SPA FACTORY

The Natural Spa Factory is a UK manufacturer based in Bath. The business was started in 2009 by husband and wife team, Jeremy and Emma who have developed the ethically minded company that makes the right choices for its customers and the planet. The company provides sensational skincare products, across different channels, supplying prestigious spas, boutique hotels, independent retailers and start up business with insanely good products that have exquisite ingredients and are made in small batches to keep them in their best condition.

### BASE FORMULATION EXAMPLES









DOSE THE NEWT IN SOMERSET BIKE & BOOT

## FOR MULATION

#### WHAT IS BASE FORMULATION?

Base formulation means taking our pre-existing bases and adding in a fragrance and / or active of your own. This is a perfect solution to creating custom products with a huge head start to the process. You don't have to re-invent the wheel, but you can put your own stamp on it and create something that's unique to you and your brand with the help of our high naturality, quality and versatile bases.



### EXAMPLES OF OUR CUSTOMISABLE BASE FORMULATIONS

01 FACIAL OIL ALL OUR BASE FORMULATIONS ARE

+ FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES

+ MADE WITH SUSTAINABLE INGREDIENTS

+ CRUELTY FREE + VEGAN

04 TONER

03 FACIAL HYDRATOR

02 SERUM

05 HAND/BODY WASH — Contains a blend of 100% renewable, plant derived cleansing agents such as Coco Glucoside which is derived from

06 BODY LOTION renewable raw materials such as coconut oil.

07 MASSAGE OIL

08 SALT SCRUB

09 SHAMPOO

10 CONDITIONER



# FACIAL OIL



Oils are a great way to extend your range and offer multifunctional purposes. Faces, hair, baths, massages. The list goes on. This base is 100% natural and suitable for all skin types which means it offers the perfect foundation to build on and create an oil unique to your brand. Our facial oil bases have been ethically sourced and introduced to offer a pure and uncomplicated apex to any skincare routine. These oils are cold pressed and fully filtered.

### RAW MATERIAL BENEFITS

SUNFLOWER SEED OIL - The oil is rich in essential fatty acids & vitamins such as E, A & D.

ROSEHIP OIL - Wild harvested, this oil is hand-picked & then lightly pressed to produce a golden-red tinted oil. Rosehips are known to have a vast vitamin A & E and often referred to as a 'tonic' oil, used for centuries as a skin cell & tissue repairer.

RASPBERRY SEED OIL - Full of goodness & zero waste too - The seeds are a by-product of the fruit juice & jam industry, utilizing a raw material that would otherwise be disposed. Raspberry seed oil is full of antioxidants & essential fatty acids which can reduce tissue damage and inflammation. The phytosterols in Raspberry oil can also help reduce trans epidermal water loss, retaining natural hydrating levels for a healthier glowing appearance.

**EVENING PRIMROSE OIL** - A highly emollient & nutritious oil, with beautiful moisturising and skin repairing properties.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE

SUSTAINABLE INGREDIENTS

# FACE SERUM



Hyaluronic acid has become one of the worlds most poplar skincare ingreident over the last few years, and has even seen industry giants such as garniere introducing it into their champion micellar water as a result. We created our best selling gold serum with hyaluronic acid at the forefront of the formulation which meant we simply had to create a base for our clients to do the same. It offers an immediate boost in the skins appearence, buffing out fine lines and giving a lifitng effect to the surface and appearence of the skin. A serum is the perfect product to extend your skincare range with, and the higher concentration of actives gives the opportuity to retail at a higher price too.

### RAW MATERIAL BENEFITS

**NIACINAMIDE** - A brilliant form of vitamin B3. It promotes protein synthesis, which improves skin metabolism. By improving the cells metabolism, it improves skin texture exhibiting anti-aging properties. It inhibits free radial formation, making it a good anti-oxidant. It is also a skin whitener, and UV protector.

TRIPLE HYALURONIC ACID - A full-spectrum biotechnological fraction of Sodium Hyaluronate that targets short-term anti-ageing effects. A unique 3-in-1 ingredient which quickly improves the global epidermis health thanks to a strengthening of the barrier function of the skin. Skin shows an immediate lifting effect when evaluated by elasticity, smoothness, number and depth of wrinkles, synthesis of neo elastin, and a general improvement of the skin aspect.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## FACE POLISH



Exfoliating the skin is the perfect way to prepare the skin for the following steps in the ultimate skincare ragime. Our fine face scrub with micro particles of rice to buff away dull skin leaving it noticeably smoother, with added avocado and jojoba oil, to leave even the most sensitive skin feeling radiant and refreshed.

### RAW MATERIAL BENEFITS

AVOCADO OIL - Our Avocado Oil originates from South Africa where we utilize the damaged Avocados, that are not fit for sale as a fruit but still contain all their life boosting goodness. This high vitamin-enriched oil is delicately cold-pressed from the flesh of the Avocado pear.

Rich in vitamins A, B1, B2 & D, essential fatty acids, and minerals, Avocado's ability to penetrate and absorb into the skin is like no other. With super healing properties, this wonder oil aids in hydrating and repairing mature, damaged or dry skin.

JOJOBA OIL - Jojoba Oil closely mimics the skin's own sebum becoming a potent moisturiser and effective natural conditioner for the skin. Natural anti-oxidants in Jojoba can help prevent skin damage caused by free radicals such as pollution. Superb anti-inflammatory properties help reduce redness and inflammation caused by dry and drying of the skin. Research has established that Jojoba Oil absorbs so well it can reach the corneal layer via the follicle wall boosting the appearance of healthy complexion

SHEA BUTTER - Rich in vitamins A, E & F, nutrients that aid in the production of collagen. It is considered one of the best skin nourishing ingredients.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## MELTING CLEANSER



Gently cleansing the skin is the first step to achieve glowing skin and our beautiful melting cleanser, transforms from balm to milk to effortlessly remove impurites and make up without drying the skin. This formulation is high naturality and always free from silicones and sulphates.

### RAW MATERIAL BENEFITS

SUNFLOWER SEED OIL - The oil is rich in essential fatty acids & vitamins such as E, A & D.

GRAPESEED OIL - Grapeseed Oil is a by-product of the wine & juice industry. We take the pulp of the by-product & reprocess the seeds to further extract the oil. No waste! This oil is cold pressed so carries a light aroma & light green colour profile. The oil is very versatile & very popular as a base oil to carry many other natural ingredients. The oil gives the skin a silky, smooth texture hence its popularity in massage & as a base of creams/lotions & shampoos. It supposedly carries regenerative attributes so is commonly used in nutritious & healing skin/hair care products.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## FACIAL HYDRATOR



The key to that all important healthy, glowing look, is a super norishing moisturiser and natural ingredients offer some of the most powerful moisturising properties out there. Packed with vitamins and anti oxidants, Grapeseed Oil and Jojoba Oil are among the ingredients that have made the cut into our all important Facial Hydrator. Customisation possibilities are endless, why not supercharge our Facial Hydrator with a beautiful blend Bakuchiol and Pomegranate seed oil for an ageless dewy glow? We see a future best seller!

### RAW MATERIAL BENEFITS

JOJOBA OIL - closely mimics the skin's own sebum becoming a potent moisturiser and effective natural conditioner for the skin. Natural anti-oxidants in Jojoba can help prevent skin damage caused by free radicals such as pollution. Superb anti-inflammatory properties help reduce redness and inflammation caused by dry and drying of the skin. Research has established that Jojoba Oil absorbs so well it can reach the corneal layer via the follicle wall boosting the appearance of healthy complexion

GRAPESEED OIL - a by-product of the wine & juice industry. We take the pulp of the by-product & reprocess the seeds to further extract the oil. No waste! This oil is cold pressed so carries a light aroma & light green colour profile. The oil is very versatile & very popular as a base oil to carry many other natural ingredients. The oil gives the skin a silky, smooth texture hence its popularity in massage & as a base of creams/lotions & shampoos. It supposedly carries regenerative attributes so is commonly used in nutritious & healing skin/hair care products.

VITAMIN E - has been developed to be used as antioxidant to prevent skin aging due to damaging free radicals that may develop due to sun exposure

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## **TONER**



Cleanse, tone, moisturise. We couldn't possibly create a winning cleanser and mosituriser base without missing a skincare routine staple! Toners are essential in order to prep the skin for moisturising and serums by balancing and absorbing the excess of sebum and residue. They will also provide a deeper cleanse, removing any impurities or make up the cleanser couldnt quite reach. Ours of course is free from parabens, suphates and silcones.

### RAW MATERIAL BENEFITS

PROPANEDIOL - a brilliant skin and planet friendly alternative to petroleum-derived glycols. A magnificent, natural solvent derived from fermentation of glucose, propanediol helps dissolve and remove residue from cleansing, effectively preparing the skin for moisturisation. As a natural humectant Propanediol is the ideal ingredient to help refresh and restore hydration levels during the day leaving skin soft and smooth with a youthful glow.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## WASHES



In keeping with our 'sensibly natural' ethos, the wash base is made up of renewable and plant derived cleansing agents. At Natural Spa Factory we have been making top quality washes for over a decade and selling into some of the worlds top spas and hotels. Our best selling Fig and Vanilla scent has sat modestly in the top spot of our retail and trade sales for almost every year of this. The wash base offers the opportunity to take the quality core ingredients from this and allow customers to create a flagship fragrance of their own. Featuring Oat Amino Acids as a natural foaming agent and Glyceride to lock in moisture to the skin, this formulation is the perfect foundation to work from. These ingredients work in partnership together to create gentle cleansing for all skin types including sensitive skin and a vegan, cruelty free wash that is completely free from SLS, Parabens, sulphates and silicones.

### SUSTAINABLE STORIES

Our clean hand wash contains a blend of 100% renewable, plant derived cleansing agents such as Coco Glucose which is derived from renewable raw materials such as coconut oil.

### RAW MATERIAL BENEFITS

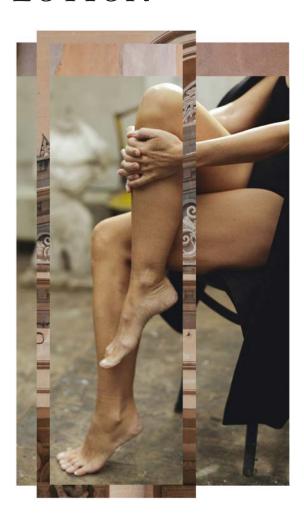
OAT AMINO ACIDS - a foaming anionic surfactant obtained by the acylation of oat type amino acids, it caresses the skin with its very soft foam, for a respectful cleansing.

GLYCERIDE - draws moisture to the skin's surface as well as acting as a protective barrier, providing long and short term moisturising properties.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES

CRUELTY FREE SUSTAINABLE INGREDIENTS

## **LOTION**



To partner any good wash or cleanser, is a good moisturiser and natural ingreidients offer some of the most powerful moisturising properties out there. Packed with vitamins and anti oxidants, Shea butter and Jojoba Oil are among the ingredients that have made the cut into our all important mosituriser and lotion base. Shea Butter derives from the seed of the Karite tree, native to Central and West Africa and its benefits go above and beyond that of moisturising. Jojoba oil is sourced from the Jojoba bush (Simmondsia Chinensis), grown in Peru and is also packed with goodies. Working in unison, this base is seriously beneficial and kind to all skin types as well as being free of any nasties. Add your fragrance or active, change the consistency or colour. The list of options is huge and this is a super base to work from to create something more bespoke for your brand.

#### RAW MATERIAL BENEFITS

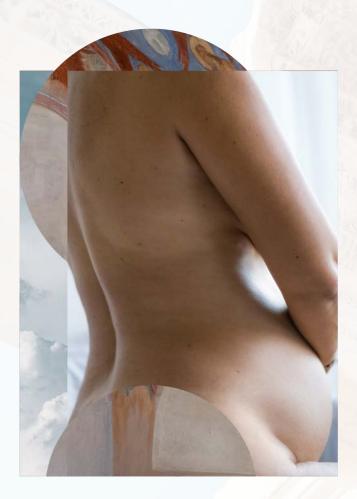
JOJOBA OIL - Jojoba Oil closely mimics the skin's own sebum becoming a potent moisturiser and effective natural conditioner for the skin. Natural anti-oxidants in Jojoba can help prevent skin damage caused by free radicals such as pollution. Superb anti-inflammatory properties help reduce redness and inflammation caused by dry and drying of the skin. Research has established that Jojoba Oil absorbs so well it can reach the corneal layer via the follicle wall boosting the appearance of healthy complexion

SHEA BUTTER - Shea butter is a healthy option for your body - Rich in vitamins A, E & F, nutrients that aid in the production of collagen. It is considered one of the best skin nourishing ingredients.

VITAMIN E - Vitamin E obtained from edible vegetable oil used as a natural antioxidant in food and cosmetic industries. Tocopherol can help prevent skin aging due to damaging free radicals that may develop

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## MASSAGE OILS



100% natural and suitable for all skin types which means it offers the perfect foundation to build on and create an oil unique to your brand. Our massage oil bases have been ethically sourced and introduced to offer a pure and uncomplicated apex to any skincare routine. These oils are cold pressed and fully filtered. Using the finest carrier oils, we are able to build a beautiful formulations packed with calming essential oils to relax the mind and boost energy.

### RAW MATERIAL BENEFITS

SUNFLOWER SEED OIL - The oil is rich in essential fatty acids & vitamins such as E, A & D.

ROSEHIP SEED OIL - Wild harvested, this oil is handpicked & then lightly pressed to produce a golden-red tinted oil. Rosehips are known to have a vast vitamin A & E and often referred to as a 'tonic' oil, used for centuries as a skin cell & tissue repairer.

RASPBERRY SEED OIL - Full of goodness & zero waste too - The seeds are a by-product of the fruit juice & jam industry, utilizing a raw material that would otherwise be disposed. Raspberry seed oil is full of antioxidants & essential fatty acids which can reduce tissue damage and inflammation. The phytosterols in Raspberry oil can also help reduce trans epidermal water loss, retaining natural hydrating levels for a healthier glowing appearance.

**EVENING PRIMROSE OIL** - A highly emollient & nutritious oil, with beautiful moisturisation and skin repairing properties.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES

CRUELTY FREE SUSTAINABLE INGREDIENTS

## SALT SCRUB



Exfoliation makes every product become more effective. This is the motto we like to stick by at Natural Spa Factory. Rarely a week goes by without making up a batch of our famous salt scrubs at the factory and that's just the way we like it! A shower staple, our salt scrubs are one of the first product we started boxing up and sending out to clients all those years ago. We wouldnt advise starting your range without one, they are a simple formulation but effective in removing the very top layer of skin, allowing new cells to blossom and leaving a super soft, soothing and nourished finish to the skin. 100% natural, 100% a must!

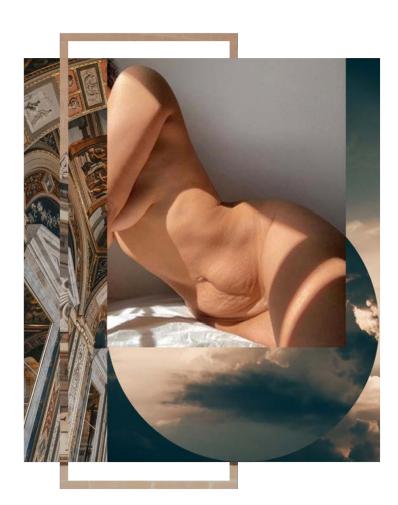
### RAW MATERIAL BENEFITS

GRAPESEED OIL - Grapeseed Oil is a by-product of the wine & juice industry. We take the pulp of the by-product & reprocess the seeds to further extract the oil. No waste! This oil is cold pressed so carries a light aroma & light green colour profile. The oil is very versatile & very popular as a base oil to carry many other natural ingredients. The oil gives the skin a silky, smooth texture hence its popularity in massage & as a base of creams/lotions & shampoos. It supposedly carries regenerative attributes so is commonly used in nutritious & healing skin/hair care products.

**PEACH KERNEL OIL** - derived from peach stones, a by-product of the food industry, Peach kernel oil is an excellent emollient & easily absorbed into the skin. Providing skin calming and anti inflammatory action to sooth skin.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

# BATH SALTS



Our mineral rich Bath Salts are a wonderful way to soak away aches, pains and tension. Fully customisable with essentila oils, fragrances and extracts you are completey free to create a custom blend of our beautiful house salts.

INGREDIENT HIGHLIGHTS

HIMALAYAN PINK SALTS

DEAD SEA SALTS

PURE SEA SALTS

MAGNISIUM FLAKES

**EPSOM SALTS** 

ESSENTIAL OILS

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

# SPRAY DEODORANT



Our natural, gentle deodorant is completely alcohol and alluminum free, harnesing the wonderful properties of a coctail of botanicals to gently reduce sweat and deoderise the body. We have also included seriously soothing calendula to sooth post wax (and natural) skin.

**CALENDULA** - Calendula is ideal for sensitive and irritated skin. It provides antimicrobial, purifying, and antiseptic properties.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

# HAND SANITIZER



Clean hands are key to keeping yourself and loved ones safe, our gel and liquid hand sanitizers contain a high percentage of ethonal to keep any nasties at bay. Fully customizable with fragrances, essentail oils or moisturing ingredients, our formulations can help turn a necessity into a joyful experience.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

# **SHAMPOO**



We have been making top quality washes for over a decade and selling into some of the worlds top spas and hotels. Our shampoo base offers the opportunity to take the quality core ingredients and allow customers to create expeptional shampoo formulations of their own. Our shampoo base is a vegan, cruelty free wash that is completely free from SLS, Parabens, sulphates and silicones.

### SUSTAINABLE STORIES

Our clean hand wash contains a blend of 100% renewable, plant derived cleansing agents such as Coco Glucose which is derived from renewable raw materials such as coconut oil.

### RAW MATERIAL BENEFITS

**OAT AMINO ACIDS** - a foaming anionic surfactant obtained by the acylation of oat type amino acids, it caresses the skin with its very soft foam, for a respectful cleansing.

**GLYCERIDE** - draws moisture to the skin's surface as well as acting as a protective barrier, providing long and short term moisturising properties.

COCO GLUCOSE - a gentle, environmentally friendly cleansing agent that works as a brilliant ingredient in haircare products to help leave hair feeling smoother, nourished and more manageable.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## **CONDITIONER**



The conditioner base is made up of renewable and plant derived cleansing agents. The conditioner base offers the opportunity to take the quality and core ingredients and transform these into a sensational formulation of your own, bespoke for your brand. These ingredients work in partnership together to create gentle cleansing for all skin types including sensitive skin and a vegan, cruelty free wash that is completely free from SLS, Parabens, sulphates and silicones.

### RAW MATERIAL SUGGESTIONS

TOCOPHEROL (VITAMIN E) - this powerful ingredient helps to leave hair feeling moisturised, thicker and smoother.

ARGAN OIL - this nourishing oil can help to soothe inflammation; calming for an irritated scalp.

JOJOBA OIL - great for improving hair health, promoting hair thickness and growth as well as nourishing and hydrating with a plethora of vitamins

 ${\tt KNOTTED\ MARJORAM\ OIL}$  - this calming oil can help to rejuvenate hair from the roots, emerging with a smooth texture.

FREE FROM SLS, PARAPHENS, SLUPHATES & SILICONES CRUELTY FREE SUSTAINABLE INGREDIENTS

## THE PROCESS



The following pages outline the process of our base formulation projects at Natural Spa Factory from outlining the initial brief to working on design, purchasing and production. There is a great deal of detail involved in the steps outlined - please don't feel overwhelmed by this. The team will be on hand to guide you every step of the way.

Please note that there are further steps required in the process when using bottles and components that are not from our original collection as these will need to be tested for compatability per each formulation product.



### STEP ONE: DEVELOPMENT 2-3 MONTHS

Select one of our base formulations and add a maximum of the following:

1% Fragrance

2% Essential Oils (subject to any legal limitations on particular essential oils)

2% Actives (subject to any legal limitations on particular actives)

5% Carrier Oil

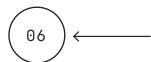
02

Once the base and all actives are selected we will begin formulation development. As a first stage our Development Chemist will create a draft formulation on paper which will highlight all raw materials we propose to use, the draft formulation will also highlight any marketing claims that can be made against the formulation.

As the formulation is being drafted up we will send you our component menu for you to choose your components from. If you are developing your own packaging, we would want to see initial samples at this stage as the packaging can often determine what the formulation looks like. If you are free issuing your packaging - this will require compatibility testing.

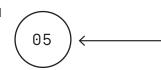


Once the formulation and packaging are approved, we will issue a final cost per unit.



Once you approved the response to brief and initial quotes, we will start marking up physical samples of the formulations for approval.

Please note that up to THREE FORMULATION SAMPLES are included throughout the development process. Each additional formulation sample will be charged at £25 00



03

We will then pull all draft formulation and packaging together and create a response to brief which will include initial cost per unit.

#### STEP TWO: TESTING - 4 MONTH TESTING TIMELINE

Testing will commence as soon as we have approval on both packaging and formulation from yourselves.

Please see outline of standard cosmetic testing and timings below:

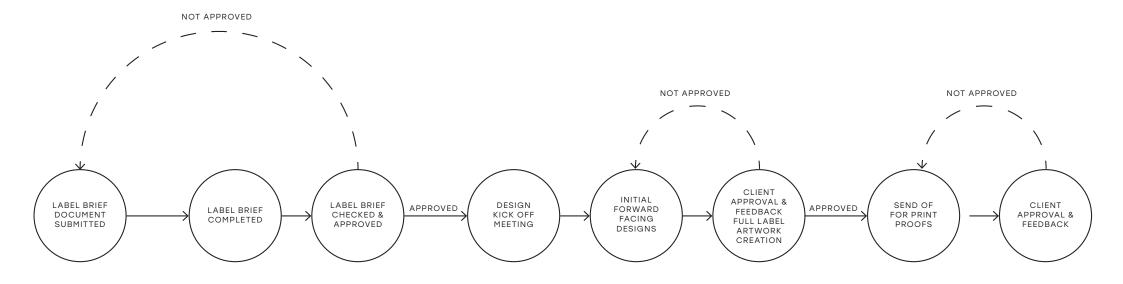
- Stability testing 12 weeks The purpose of stability testing is to ensure that the cosmetic product maintains its intended physical, chemical and microbiological quality, as well as functionality and aesthetics when stored under appropriate conditions. We will test the formulation at three different temperatures as well as in direct light.
- Compatibility testing 12 weeks Compatibility testing assesses the formulation reacted to the packaging substrate (i.e. PCR Plastic bottle). We checked for any erosion or degrading to the packaging, formulation separation, and contamination risk. We will also carry out dispense and leak tests.
- Challenge testing 6 weeks Challenge testing commences when we have 6 weeks Stability and Compatibility testing data. Challenge testing assesses how well the formulation preservative system preforms at keeping Bacteria, Yeast and Mould at bay.
- CPSR Stage One 6 weeks We submit for CPSR stage one at the same time as Challenge testing commences, this is at 6 weeks of Stability and Compatibility testing. CPSR is a cosmetic safety report that analyses the safety of the formulation based on the formulation composition.
- CPSR Stage Two 2 weeks CPSR Stage two will be completed once we have final stability, compatibility, challenge and CPSR stage one results. This part of the assessment includes artwork checks to ensures that the claims, precautions and directions of use on the product are acceptable.
- PIFF 2 Weeks PIFF will be completed upon receipt of CPSR stage two. This is the PRODUCT INFORMATION FILE that contains all testing and relevant safety data associated with the product.



Our chemist busy in the lab in Bath.

STEP THREE: LABEL DESIGN

Our packaging design process is as outlined here:





STEP FOUR: PURCHASING

This can take up to 3 months (depending on supplier lead times)

Once the formulation has completed all mandatory testing we will raise an invoice for the finish good production. 50% of this invoice will be due prior to us purchasing and planning production.

Purchasing most raw material (most have a 2–6-week Leadtime)

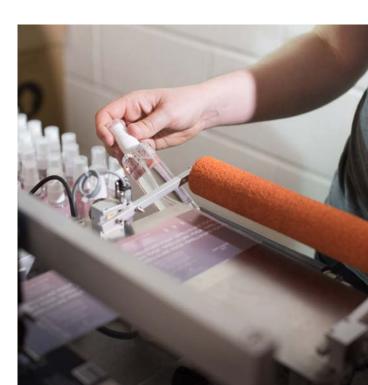
Purchasing components and labels (most components are on a 6-8 week Leadtimes)

STEP FIVE: PRODUCTION

1-2 weeks (depending on order size)

Once all raw materials and components are onsite and have been quality checked, we — will commence with production.

The final 50% of the finished good invoice will be due prior to dispatch.



## THE INVESTMENT

#### DEVELOPMENT & TESTING FEE

#### £3500 PER PRODUCT



This investment Includes development, project management, all manadatory testing, design and artwork service.

#### PRODUCTION & MAKING

We work to low MOQ's (minimum order quantity) and for each product that we produce we can go as low as 1000 units per product.



### ADDITIONAL SERVICES

### SPF TESTING (IN VITRO ONLY)\*\*

#### £800 PER PRODUCT

In order to claim SPF on a cosmetic formulation, Cosmetics Europe requires samples to be tested to the Standard EN ISO. The EN ISO test method is now considered as the reference method within the EU, Cosmetics Europe therefore recommends cosmetic manufacturers to use this standard to determine the UVA & UVB Protection Factor of a formulation. Preference is given to the standardised in vitro (In glass) test method which avoids the need for in vivo (on skin) testing while delivering equivalent results.

In Vitro SPF testing will add an additional 6 weeks to a development timeline.

#### **DEMOTOLOGICAL TESTING \*\***

#### £1800 PER PRODUCT

Dermatological testing is carried out on a panel of 5 consenting individuals. The formulation will be applied directly to the skin and the results assessed by a qualified Dermatologist. The Dermatologist will review how the skin reacts to the formulation, giving your consumers confidence that the formulation is suitable for sensitive skin.

Dermatological testing will add an additional 8 weeks to a development timeline.

Please note additional services fall outside our standard time frame and will add additional time to your project.

## TERMS & CONDITIONS

#### **DEVELOPMENT**

The client understands that NSF is formulating a new cosmetic product based on their brief. At the end of this process the client will not own the IP for the formulation and will not be registered as the person responsible.

#### (I) PROJECT TIMINGS

NSF will endeavour to complete projects within a 12 - 18 month time frame. Project timings quoted by NSF are estimated and for illustrative purposes only. Timings quoted are based on a low risk critical path. NSF will not take responsibility for delays as an result of the following: additional research required, delayed feedback from client, approval or communication from client, deviation from original brief, staffing shortages due to extenuating circumstances (i.e. COVID-19), business constraints due to extenuating circumstances (i.e. COVID-19), cosmetics testing fails resulting in amendments to formulation, supply chain constraints (i.e. raw material or component availability). Any request to expedite the development timelines will be at the risk of the client and dealt with on a case by case basis.

#### (II) ACCREDITATION SCHEMES

NSF is not part of any accreditation or certification scheme (i.e. Leaping Bunny, PETA, COSMOS, Soil association, EWG/Skin Deep). As the person responsible/ owner of the formulated product, the client is responsible for the application and certification with the accreditation body. NSF support this process where possible and develop within the accreditation body's perimeters. If NSF cannot fulfil the requirements of the accreditation body, works or manufacture may be out sourced to a suitable partner.

#### COSMETIC TESTING

#### (I) MANDATORY COSMETIC TESTING

NSF will carry out all mandatory cosmetic testing and regulatory work on behalf of the client. As outlined, but not confined to: Full stability testing (12 weeks), full compatibility testing (12 weeks), Challenge (microbiology assessment) testing (6 weeks), CPSR stage 1 & 2 (cosmetic safety report), PIFF (product information file).

#### (II) ADDITIONAL TESTING

NSF will not carry out additional substantiation tests such as user panel trials or dermatological testing unless agreed and quoted according upfront.

# COMMERCIAL MANUFACTURE OF FORMULATED PRODUCTS

#### (I) QUOTATION

Initial unit quotation will be issued at development stage, secondary quotation will be issued at cosmetic testing stage, final quotation will be issued upon completion of cosmetic testing.

#### (II) COMMERCIAL MANUFACTURE TERMS

NSF reserve the right to decline the commercial manufacture of formulated products if it is not deemed commercially viable at time of manufacture. Cases when NSF may decide manufacture may include deviation from initial brief and agreement. For example, a significant reduction in order quantity or the addition of non standard elements not included in initial brief and agreement.

#### (III) COMMERCIAL MANUFACTURE LEAD TIME

For commercial manufacture of formulated products, NSF works to an estimated 12 week lead time for first production run. Please note that NSF may extend commercial manufacture lead time depending on the complexity of the product. Final lead times will be quoted at final quotation stage, upon the completion of all cosmetic testing.

#### (III) COMMERCIAL MANUFACTURE PAYMENT TERMS

Lead time for commercial manufacture will commence upon the receipt of 50% pro forma payment of finished good order. The final 50% of the payment will be settled prior to the dispatch of finished goods. Please note that NSF do not offer credit or payment terms for first commercial manufacture of formulated cosmetic products.

THANK YOU



NATURALSPAFACTORY.COM

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