UL Solutions

Marks and Label Hub user guide

How to access the Marks and Label Hub

Visit the myUL® Client Portal at **my.UL.com** and log in or create an account. A myUL account is required for customers to access the Marks and Label Hub.

Supported browsers include Microsoft Edge and Google Chrome. Internet Explorer is not compatible with the Marks and Label Hub.

myUL®   Features   Learn More   Contact Us

A New, Full-Service Client Portal

Register today for the myUL® Client Portal to enhance your level of access into your UL Solutions projects, documents, and services.

Now available:

• We just launched a major visual update to myUL's Documents application. You will now have more streamlined options to sort, filter, download and fully customize your Documents experience to best suit your teams' needs. Click here for a guided tour of all the changes.

• **Reminder:** If you need to update your Follow-Up Services purchase orders with UL Solutions for 2024, please visit www.ul.com/contact-us

Have an account? Sign in below

Email

user@company.com

Forgot/Reset Password

SIGN IN

New to myUL? Register now

REGISTER

Register faster with your company's party site number (PSN) if available.

Have questions? Contact Us

Microsoft Edge

Google Chrome

How to create a Mark and label design

In the updated Marks and Label Hub, it's easier than ever to develop label designs, send them for review and manage your requests. Please note that some requested data may not be relevant for all certifications. If you experience difficulties, please contact us.

Create your UL Mark

Whether you choose to create a complete design using the online Marks and Label Hub design wizard or use your own software, you'll need to find the correct UL Mark artwork as outlined in your certification documents.

Access your information
Enter the file number listed in your certification documents. If you do not have your file number, you can use the certificate number instead. Validate the number and select "Next step."

Choose Mark and category
Review the list of category codes relevant to your certification, choose a UL Mark and select "Next step." For Enhanced UL Certification Marks:

- Select additional options for your enhanced Mark, like a promotional badge or a smart Mark, or continue with the standard enhanced UL Mark. Smart Marks and badges feature a unique QR code linking to a certification page hosted by UL Solutions where you can upload product photos and additional information for your customers and code authorities.

- Badges are for promotional use only; you can add them to marketing materials or packaging as long as the enhanced UL Mark appears on the certified product.

- A smart badge may only be used for certified products that bear the enhanced UL Mark.
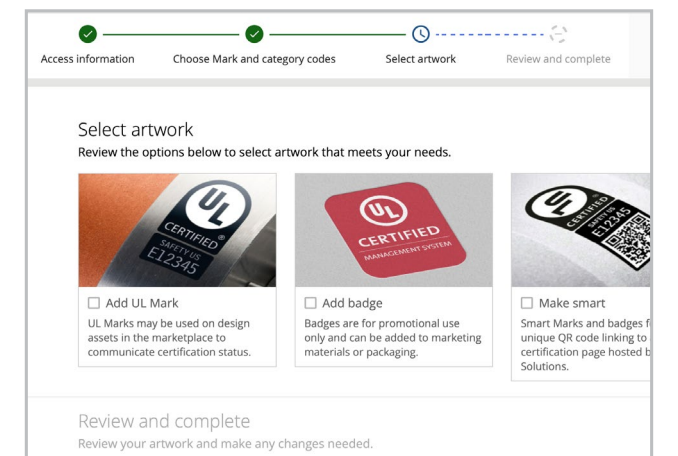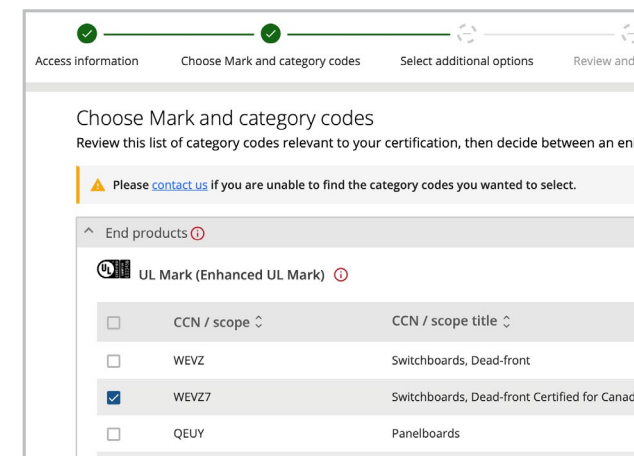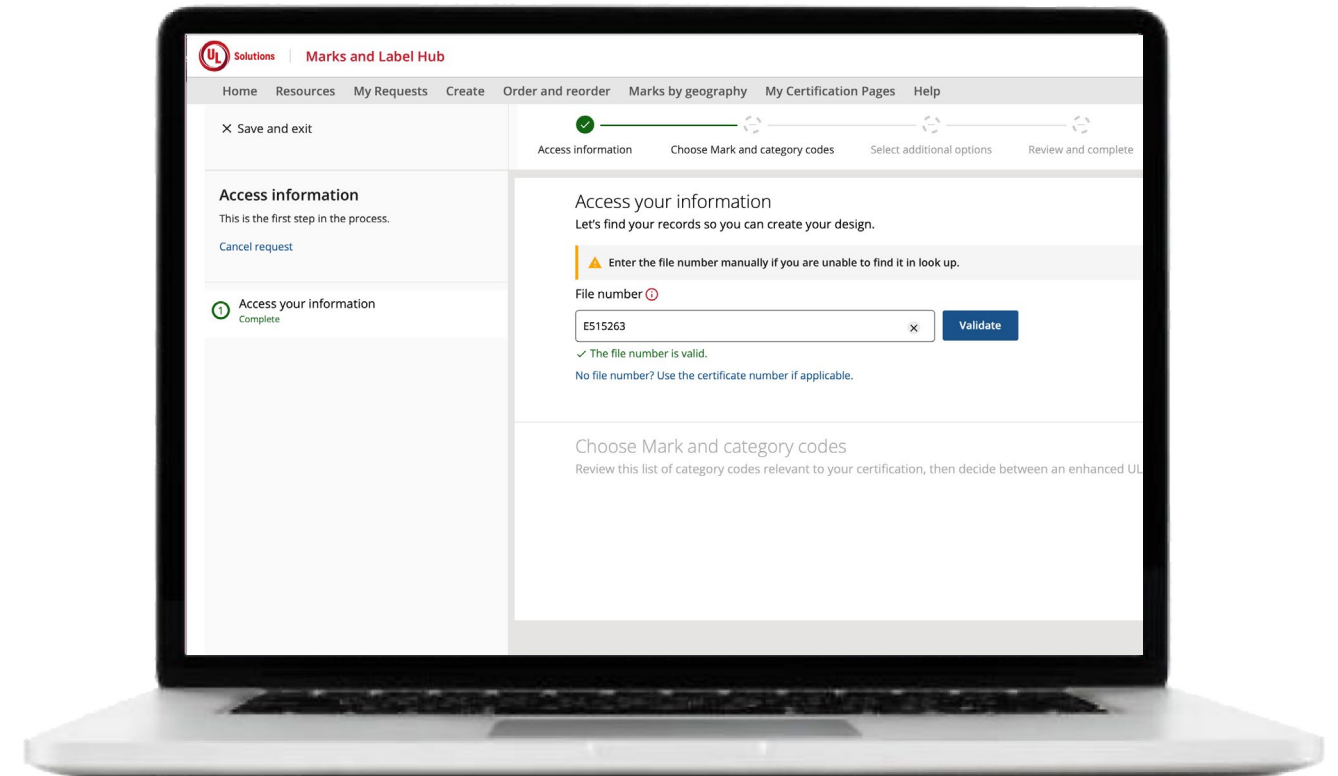
Create your
UL Mark

Create/upload
label design

Start your
label order

Create badges/
smart UL Marks

Review/complete
requests

Create badges
for non-product
certifications

Make updates
to requests

Customize your UL Mark

Depending on your certification requirements,
you will need to add specific details. Options vary
based on the style of UL Mark you've chosen.

- For enhanced UL Marks, please select:

  — Applicable attributes such as
    Safety, Energy, Security and more

  — Relevant country codes

  — Languages in addition to English

  — Design treatments

- For legacy UL Marks, please select:

  — Certification service

  — Relevant country

  — Applicable UL Mark

Confirm product identities or category codes

These are outlined in your certification documents.

Review your UL Mark

Please double-check your Mark selections for
accuracy before creating your label.
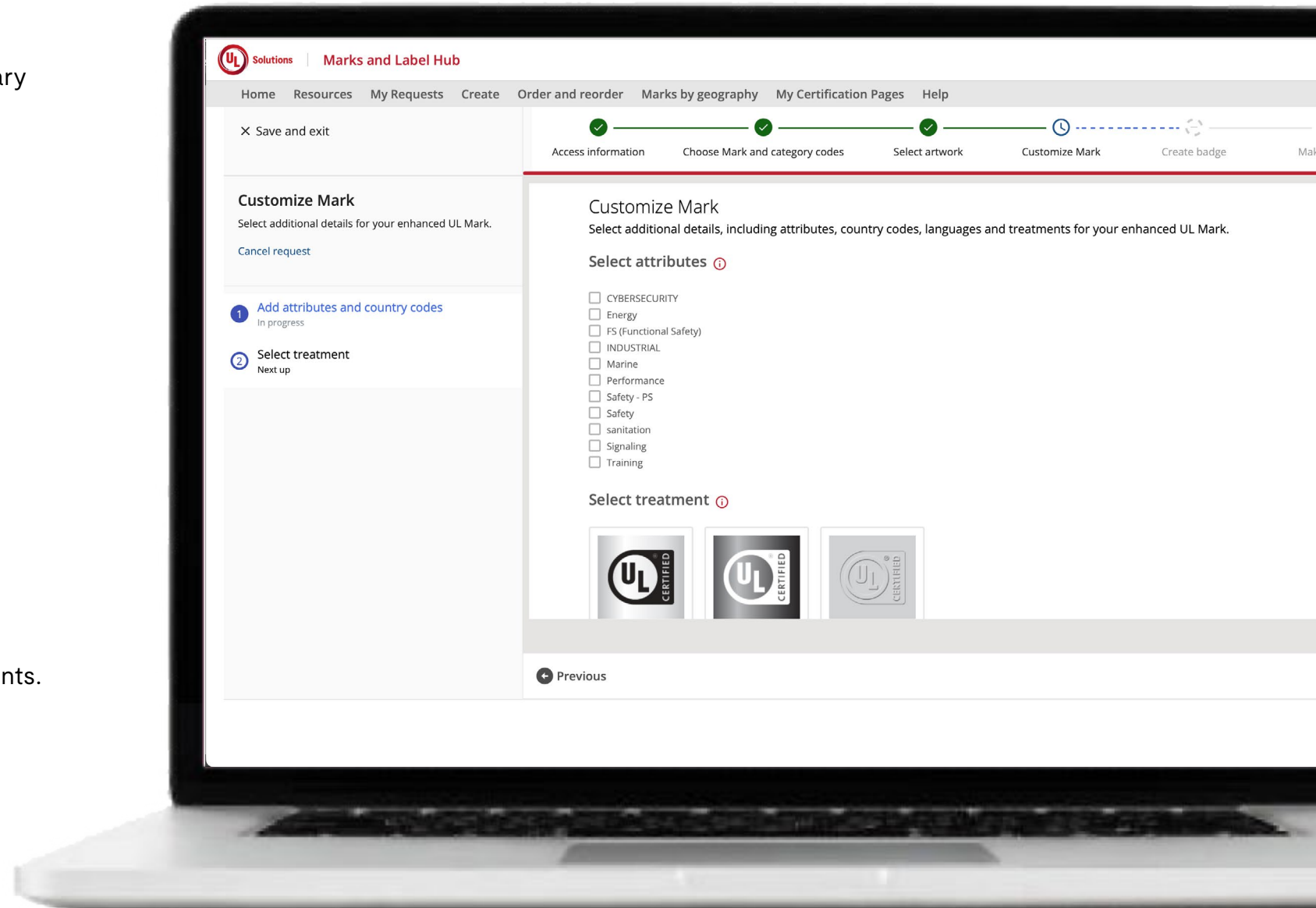
Create or upload your label design
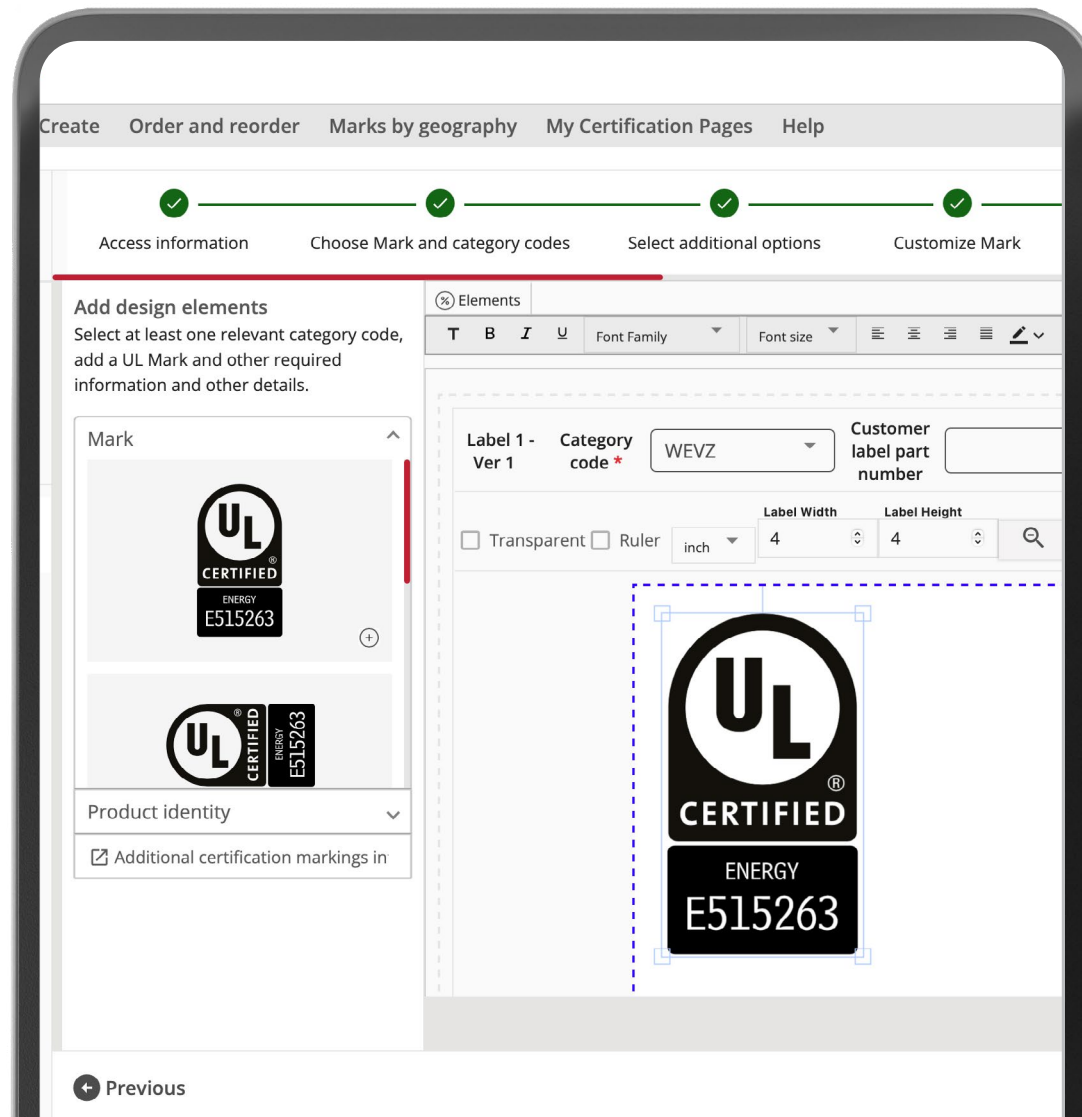
The Marks and Label Hub now offers you a choice as to how you'd like to design your labels. Use the online design tool in the Marks and Label Hub, or use your own design software and upload your completed label design featuring your customized UL Mark.

With either option, you must submit your draft label design for review. You may only apply the label to certified products when the label has been reviewed and accepted by UL Solutions. Remember that certified products bearing a UL Mark cannot be shipped prior to the completion of a successful Initial Production Inspection or receipt of a Notice of Authorization.

Create a label design with the Marks and Label Hub:

- First, select the appropriate category code.

- Next, choose your designed UL Mark.

- Add product identity information, file number and (if applicable) issue, lot or serial numbers.

- If desired, add information such as your company logo, usage guidance or more.

- Review your label design before proceeding.

Create a label design using your own software:

- Create and download a UL Mark. Select from multiple file formats.

- Create your label design outside of the Marks and Label Hub.

- Return to your Marks and Label Hub request and choose "Upload a label."

- Select a category code from the dropdown menu presented during the upload process.

- Review your label design on the dedicated preview page and submit it for approval.
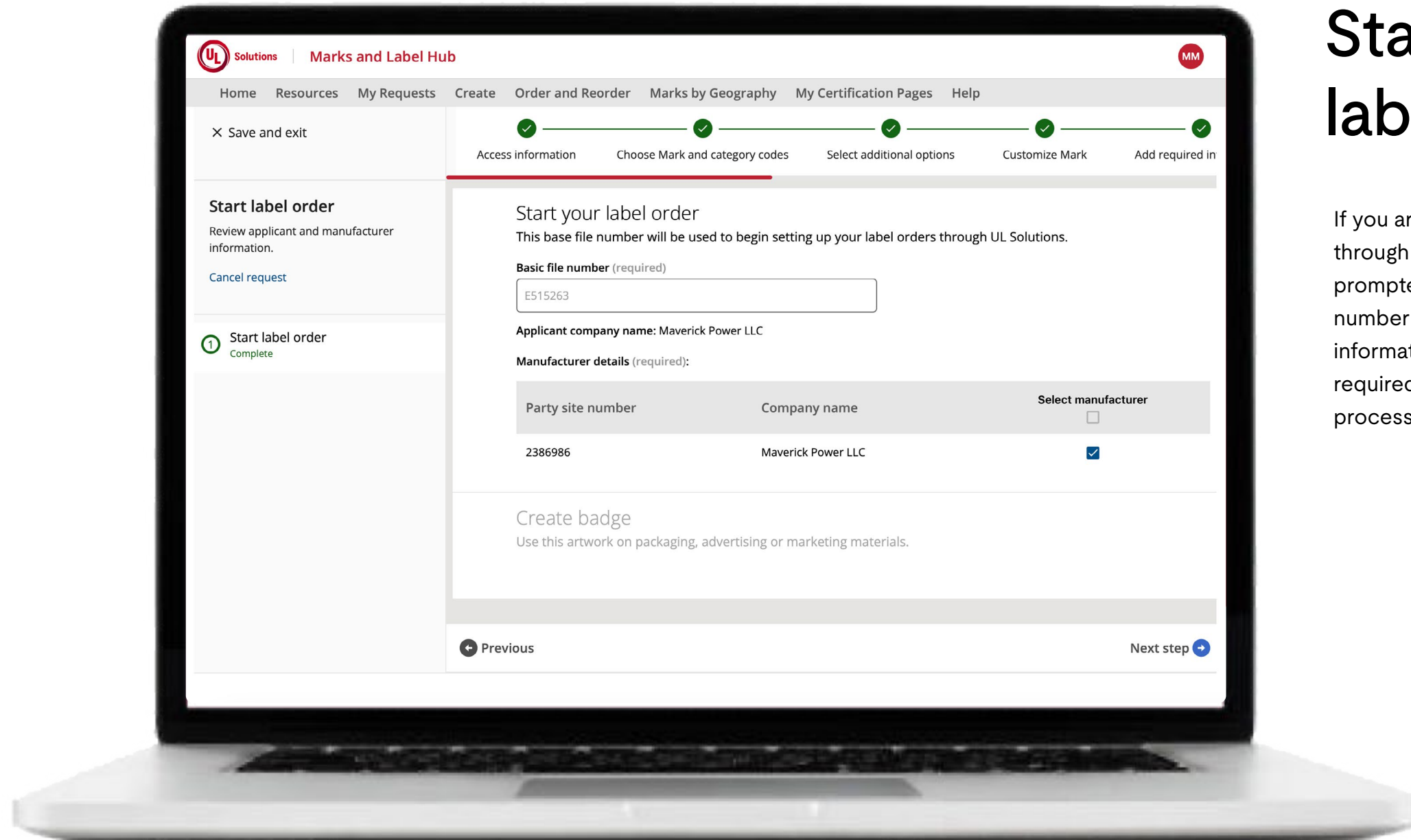
Create your
UL Mark

Create/upload
label design

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**Start your
label order**

Create badges/
smart UL Marks

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Start your label order

If you are looking to order labels through UL Solutions, you will be prompted to enter your basic file number and select manufacturer information. This information is required for the label center to process your order.

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Create badges and customize smart UL Marks

When creating an enhanced UL Mark, you can choose to add a badge or make your UL Mark or badge smart.
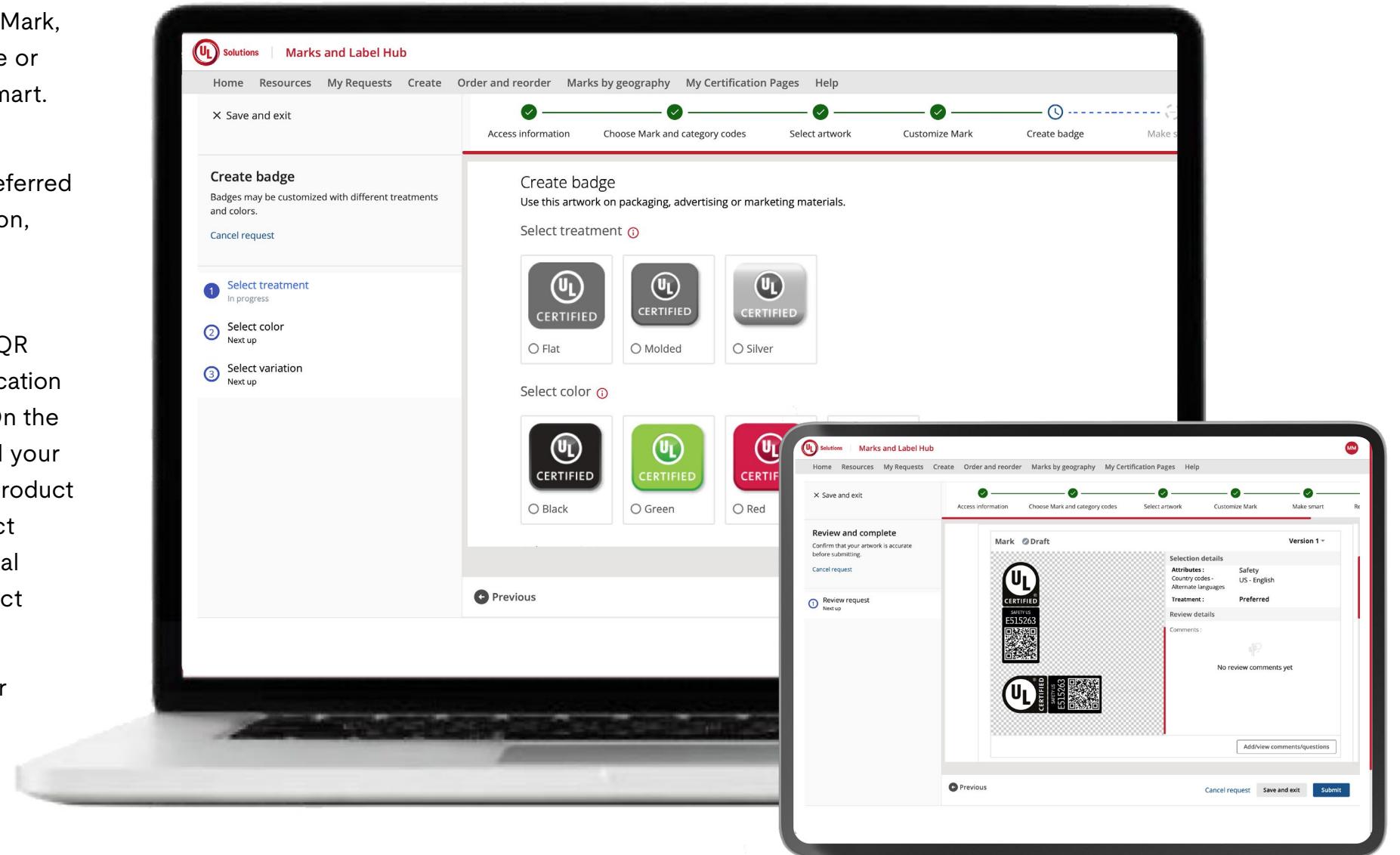
Badge
Select details, including your preferred design treatment, color, variation, attributes and language.

Smart UL Mark and badge
The smart UL Mark features a QR code linking to a product certification page hosted by UL Solutions. On the certification page, you can add your company logo, product image, product name and manufacturer contact information, as well as additional optional information like product manuals, images and guides.

Update the information on your certification page at any time in the Marks and Label Hub.

Review and complete your request

When you get to this final step, you will have:

- Selected and customized your preferred UL Mark

- Created a badge and customized your product certification page (for smart UL Marks and badges only)

- Designed or uploaded a draft label design

Now it's time to review all these items one more time, paying careful attention to accuracy and whether you have met all requirements as outlined in your certification documents. Make edits and updates at this stage.

When you are satisfied that your request is correct and accurate, please submit it for review by UL Solutions. If our team requires changes, you will receive a notification via email and can make updates through your request in the Marks and Label Hub.
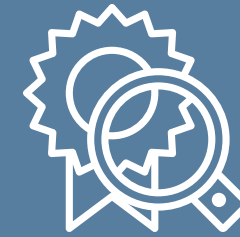
You may not apply any UL Mark or label design to products or packaging until UL Solutions has reviewed and accepted your design.

After acceptance of your design, remember that certified products bearing a UL Mark cannot be shipped prior to the completion of a successful Initial Production Inspection or receipt of a Notice of Authorization.

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label order

Create badges/
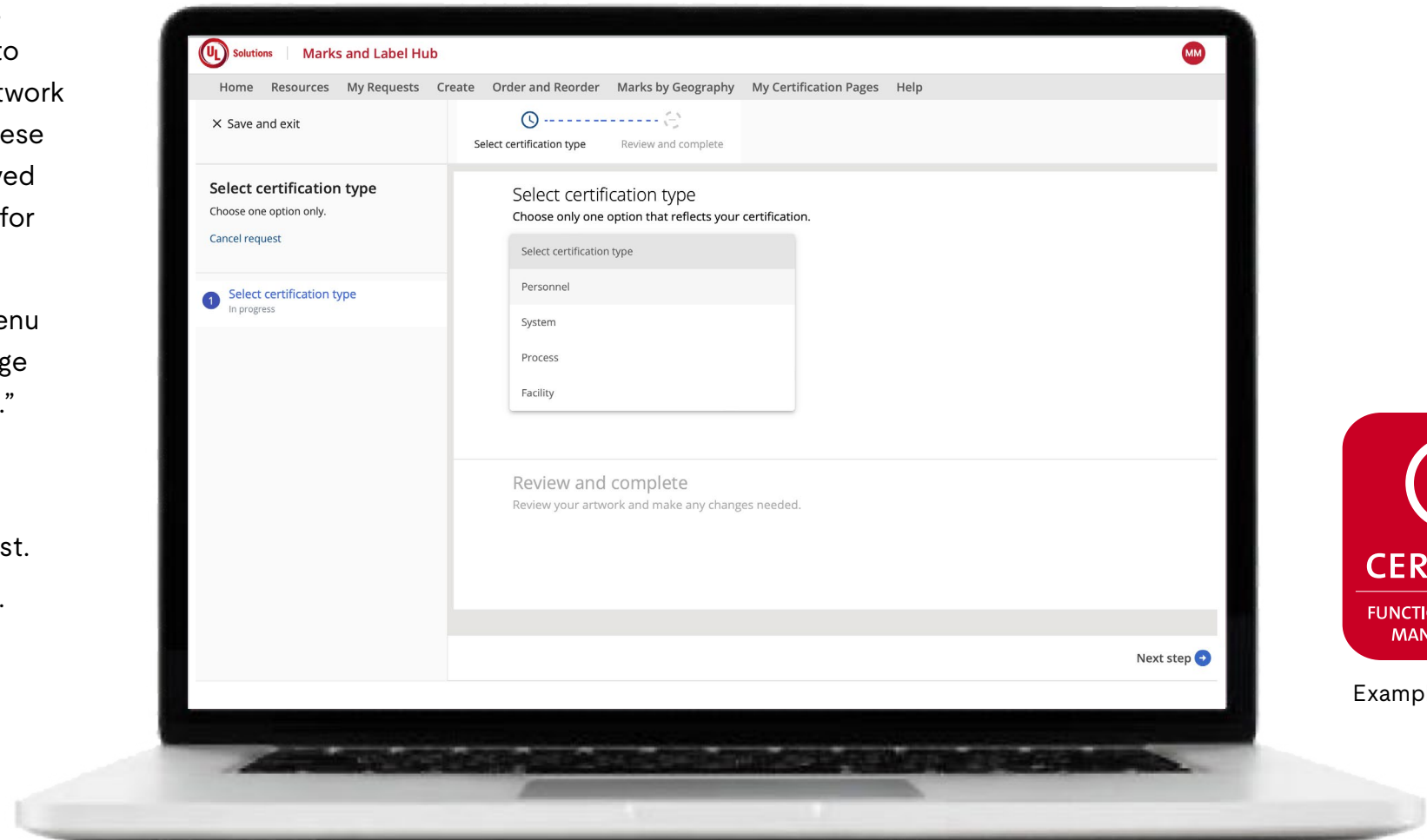smart UL Marks

Review/complete
requests

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Create badges
for non-product
certifications

Make updates
to requests

Create promotional badges for non-product certifications

Promote your personnel, facility, process or system certification to your customers through badge artwork showcasing your achievement. These requests are automatically approved and your artwork will be available for download upon submission.

- Select "Create" from the top menu bar and choose "Design a badge for non-product certifications."
- Select your certification type and any attributes.
- Review and submit your request.
- Download your badge artwork.

Example badge

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Make updates
to requests

Make updates
to your request

UL Solutions staff review all label designs for accuracy. If your request requires updates, simply return to the Marks and Label Hub. You can review comments, ask questions and make changes.

UL.com/Solutions

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