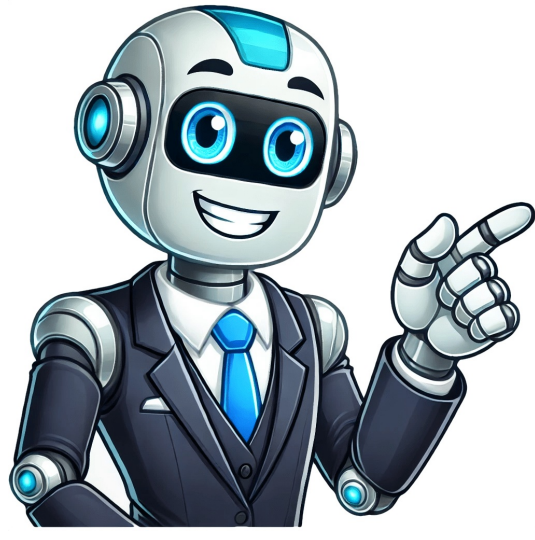


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The proof of origin is the document that the importer presents to the customs administration when asking for preferential treatment. The rules for issuing proofs of origin can vary slightly from country to country. The Movement Certificate EUR-MED and EUR-MED origin declaration are used when cumulation is applied. The rules are used to those that apply to the Movement Certificate EUR.1 and origin declaration. EUR-MED will be phased out in 2025. Obligations when issuing a proof of origin is important to note that, as the exporter, you are responsible for documenting that the products actually meet all the conditions to obtain preferential treatment, when you issue a proof of origin. You must be able to prove that the product fulfils the conditions both at the time of issuance and later if the custom administration wishes to carry out a supervisory check of the proof of origin. If you are not able to document the originating status of the product, it will be considered to be of unknown origin. This means that the item will not receive preferential treatment in the country of import. If the check is carried out retroactively, the importer may subsequently file a claim for the amount of the customs duty. This may again lead to a claim for compensation from the importer against you. You are obligated to retain copies of the origin declarations and underlying documentation for the originating status of the item for five years. The relevant underlying documentation may vary, but will typically be documents that help to underpin the information on the proof of origin. The underlying documents that are required will depend, among other things, on what kind of goods you produce and export. What origin rules apply to the finished product? What kind of materials you use? What options you have available to document the origin? Examples may be invoices, suppliers' declarations and subcontractors' declarations if applicable. Movement Certificate EUR.1 The Movement Certificate EUR.1 is a form that all exporters may use. It has no value limit. There are two solutions for EUR.1. One of the versions, henceforth known as the paper version, exists in a snap set in three sheets. In the paper version, the certificate is filled out by the exporter or his representative and issued by Customs. The other version, henceforth known as the electronic version, allows the exporter or his representative to fill in the certificate in the governmental portal Altnin. The electronic version is not available for private individuals. Until further notice, Norwegian Customs offer both versions in parallel. Origin declaration Origin declaration can be used in two ways. They can be used by any exporter, or by approved exporters. An origin declaration may be entered on an invoice (or any other commercial document) by the exporter and is there to document the originating status of the item for the importer and the Customs authorities. There is no need for certification by Norwegian Customs. You may use it if the value of the originating products does not exceed NOK 65,000 and it must carry the original signature by the exporter of the products. If you are a so-called approved exporter, you may use declarations of origin regardless of value, and your signature is not needed. All agreements contain the language versions that are permitted for use in the agreement in question. Although you are permitted to write the declaration in various languages, we recommend writing it in the same language that is used in the invoice unless otherwise specified in the agreement. For an origin declaration to be valid, certain formal requirements must be met: it must be correctly specified on the invoice or other trade documents; must be issued by the exporter; handwritten declarations must be written in ink in block letters; must be clear which products are covered/ not covered by the declaration; the declaration of origin itself must state the place and date, unless this information is found somewhere else on the document. An origin declaration is valid for 4 to 12 months depending on the free trade agreement. Norwegian Customs has little to do with origin declarations issued for exports from Norway, since these do not need to be certified by Norwegian Customs. Read about completing origin declarations for exports/Approved exporter The customs administration may grant you approved exporter status. If you have been granted this status, you can issue declarations of origin regardless of the value of the goods to be exported. As an approved exporter, you will also benefit from additional relaxed requirements applicable to issuing declarations of origin. An approved exporter scheme has been established in all the free trade agreements that Norway has entered into. The declaration of origin will indicate whether you are an approved exporter by indicating an authorisation number. Each individual country has its own way of formulating authorisation numbers. In Norway, the authorisation number consists of a country code, the year of registration and the business registration number of the company. To become an approved exporter you are required, among other things, to carry out frequent exports, familiarise yourself and keep up to date with the rules in the origin regulations, hold the necessary guarantees to establish the originating status of the products to be exported. The customs administration may withdraw the approval at any time if you do not meet the requirements. You must submit an application for approval to the Movement of Goods Division. Download the application form for approved exporters (in Norwegian only) Any exporter If you are not an approved exporter, you may use declarations of origin if the value of the originating products in the shipment does not exceed NOK 65,000. You must always sign each individual declaration. If you are sending an originating product with a value of more than NOK 65,000, you must use a Movement Certificate EUR.1. Suppliers' declaration If you item is made from input materials produced by a subcontractor, it is in your own interest to obtain a suppliers' declaration. This is a certificate for the processing or refinement that the finished product has undergone, and you cannot issue an origin declaration without it. The issuer of a suppliers' declaration has the same burden of proof of origin as you have when you issue an origin declaration or Movement Certificate EUR.1. National certificate of origin Norwegian Customs and the Norwegian Chamber of Commerce can certify a certificate of origin. This does not provide an entitlement to preferential treatment, but is used in connection with payment transfers, trade restrictions, trade statistics, origin labelling, public procurement or licensing. Verification All issued certificates of origin may be subject to verification. Verifications generally take place on the basis of a request from foreign customs administrations. Verifications of issued certificates of origin may also be carried out by random selection at the discretion of Norwegian Customs. Checks of Norwegian exporters are carried out by Norwegian Customs. If you have issued a certificate of origin for goods that do not have originating status, the authorities in the receiving country will be notified of this and the certificate of origin will be recalled. The recipient will then have to pay full customs duties retroactively for the item, and a claim for compensation may be brought against you. A Certificate of Origin is your official proof of where a product comes from, verifying its origin for international trade. It's essential when importers or foreign authorities require confirmation of origin, especially when no other specific documentation is available. Given that it is a "non-preferential certificate of origin", it does not confer any customs benefits in the import country. If the import country requires a Certificate of Origin, this must be presented to the import country's customs authorities for inspection. When using such a certificate, without any requirement for consular registration, it is generally sufficient that the document is attested or authenticated. Some countries also require the document to be legalised by an embassy or consulate. You are recommended to contact the importer for further information about the legalisation requirements. The documents that need certification must be sent in via essCert, our electronic system for document certification. The Digital Carnet - we are preparing Expand The eATA Carnet project aims to digitalize ATA Carnets and their lifecycle management process - from issuance and declarations to transactions and claims. The purpose of the eATA Carnet is to validate the digital ATA Carnet concept and to demonstrate that all aspects of the ATA Carnet lifecycle management can be carried out electronically, in order to facilitate transition from a paper-based document to a digital one. The digital carnet will be up and running in 2024, but if you would like to try how it works, you are welcome to contact us. We are now entering a preparation phase, and we need carnet holders that would like to practice together with us, and travel with the digital Carnet by using the new digital carnet together with the paper documents when you are traveling. The preparation phase will involve processing of both the paper and digital Carnet in tandem. Guide to help you use digital Carnets The International Chambers of Commerce (ICC) has produced a helpful tutorial video to take you through the pilot ATA Carnet system. ICC Digital Carnet tutorial Step-by-step guide Price list for certification Expand Certificate of Origin, digital (members): NOK 850 Certificate of Origin, digital (non-members): NOK 1 175 Certificate of Origin, "Chamber print" (members): NOK 1 130 Certificate of Origin, "Chamber print" (non-members): NOK 1 300 Other export documents sent in via essCert (members): NOK 850 Other export documents sent in via essCert (non-members): NOK 1 175 Certification, export doc. stamped manually (members): NOK 1 120 Certification, export doc. stamped manually (non-members): NOK 1 300 Certification of copies NOK 450 All prices stated ex VAT EssCert is our electronic system for document certification. Registering a certificate of origin through essCert is a quick and simple process. The system stores your details, so you won't need to provide them the next time you apply. EssCert provides an overview of the documents issued to you or your company, thereby simplifying compliance and increasing control. You can apply for an account today and clearly see how the processes are streamlined. Use the following procedure to certify documents: Create a user account at essCert. Apply to create a user profile by downloading and completing a "Formal Undertaking". Send the completed form to register@esscert.com. You will receive an email containing login information within one working day. Complete a "Certificate of Origin" online and send that in along with supporting documents confirming origination. This could be an export invoice, for example. When the application has been approved, and the documents certified, you will be notified by email. The certified document may be printed out from your essCert user profile. Print the document on white paper. If you need a document to be signed and stamped manually, we can print it out for you. You must then complete all the information and choose "Print at the Chamber". The manually signed and stamped document will then be sent to you by post. The documents will be processed within three hours of their receipt, every weekday between 8.30 am and 3.30 pm. If you would like us to certify invoices or other documents, you can easily upload these via essCert as well. Non-preferential certificates of origin Invoices and proforma invoices Contracts, agent agreements and declarations Health certificates for fish Visa applications The North American Free Trade Agreement (NAFTA) terminated on June 30, 2020 and was replaced on July 1, 2020 by the United States - Mexico - Canada Agreement (USMCA). This NAFTA webpage is being provided for informational purposes only. Canada, Mexico and the United States established a uniform Certificate of Origin to certify that goods imported into their territories qualify for the preferential tariff treatment accorded by the NAFTA. Only importers who possess a valid Certificate of Origin may claim preferential tariff treatment for originating goods. Language A uniform Certificate of Origin is used in all three countries and is printed in English, French or Spanish. The Certificate shall be completed in the language of the country of export or the language of the importing country, at the exporter's discretion. Importers shall submit a translation of the Certificate to their own customs administration when requested. Scope A Certificate of Origin may cover a single importation of goods or multiple importations of identical goods. Certificates that cover multiple shipments are called blanket certificates and may apply to goods imported within any twelve-month period specified on the Certificate. Although a Certificate of Origin may cover goods imported over not more than a twelve-month period, it remains valid for NAFTA preference claims made up to four years from the date upon which it was signed. A machine made in Canada qualifies for NAFTA tariff treatment and is exported with a Certificate of Origin signed on January 1, 1995. The U.S. importer does not enter the machine for consumption but instead places it in a customs bonded warehouse. He overlooks the Certificate of Origin and fails to claim NAFTA treatment for the machine upon entry into the warehouse. If the U.S. importer withdraws the machine from the warehouse for consumption on January 17, 1999, he will be barred from claiming NAFTA treatment upon withdrawal because the Certificate is over four years old and is no longer valid. Completion of Certificate The Certificate of Origin must be completed and signed by the exporter of the goods. Where the exporter is not the producer, the exporter may complete the Certificate on the basis of: knowledge that the good originates; reasonable reliance on the producer's written representation that the good originates; or a completed and signed Certificate of Origin for the good voluntarily provided to the exporter by the producer. Importers' Obligations Importers claiming NAFTA preferential tariff treatment shall make a declaration, based on a valid Certificate of Origin in their possession, on the import documentation. Where no claim for preferential tariff treatment is made at the time of importation, importers may request preferential tariff treatment no later than one year after the date on which the good was imported, provided a Certificate of Origin for the goods is obtained. Importers must provide the Certificate to the importing country's customs administration upon request, and must submit a corrected declaration and pay the corresponding duties whenever there is reason to believe that the Certificate contained inaccurate information. The customs administration of the importing country may deny preferential tariff treatment to the goods if the importer fails to comply with any of the customs procedures set out in Chapter Five of the NAFTA. Importers must maintain records pertaining to the importation for five years or such longer period as may be specified by their country. Exporters' and Producers' Obligations Exporters or producers that prepare Certificates of Origin shall provide copies to their own customs administration upon request. Exporters or producers that provide a Certificate of Origin must maintain records pertaining to the exportation for five years or such longer period as may be specified by their countries. Exporters or producers that complete a Certificate of Origin shall notify all parties to whom the Certificate was given of any change that could affect its accuracy or validity. Published : October 9, 2024, Updated : October 9, 2024 A Certificate of Origin (COO) is a crucial document in international trade. It serves as proof that the goods being exported were produced, manufactured, or processed in a specific country. This document plays an essential role in global trade, especially when an exporter wants to claim benefits like reduced import duties under trade agreements. The COO is often attached to the commercial invoice or submitted as a separate document and is required by customs authorities to determine if the products qualify for import and if any duties apply. Let's dive deeper into what a Certificate of Origin is, its types, how it's issued, and why it's so important for exporters. A Certificate of Origin (COO) is an important document used in international trade to verify the country where a product was manufactured. It provides essential details about the product, such as what it is, its destination, and the countries it will be exported to. This certificate plays a crucial role in export and cross-border trade because many countries have agreements or treaties that require such documentation to ensure smooth and legal transactions. It helps customs authorities understand where the goods are coming from, which can impact things like tariffs, taxes, and trade regulations. In simple terms, a Certificate of Origin proves where a product was made and is necessary for the legal export of goods from one country to another. Without it, businesses may face delays, extra costs, or even refusal of entry for their goods into another country. The COO plays an essential role in international trade by providing detailed information about the product's origin and its destination. Customs authorities in the importing country rely on the COO to determine if the product is eligible for import, and if any duties need to be applied. It ensures compliance with trade regulations, avoids delays at customs, and helps exporters qualify for duty exemptions. For example, if you're exporting goods to a country with which your home country has a free trade agreement, the preferential COO allows you to claim reduced import tariffs. Without this document, the importer may have to pay higher tariffs, which can make your product less competitive in the market. A COO typically includes: - Description of the product - Origin of the product - Exporter's details - Destination country - Notarized signature of the exporter - Certification from the authorized agency in the exporting country In some cases, customs authorities may also require an electronically signed COO, known as an e-COO, which is digitally verified by the authorized agency or chamber of commerce. A Certificate of Origin (COO) is a crucial document that proves the origin of goods being exported from a country. In India, this certificate is typically issued by the Indian Chamber of Commerce or the Trade Promotion Council of India. It certifies that the products being exported are either entirely produced or manufactured in India, which is essential for both the exporter and the importing country. This document helps ensure smooth trade by verifying the origin of goods, which may affect customs duties, tariffs, or even trade agreements between countries. Millions of COOs are issued globally to facilitate international trade. For Indian exporters, the Certificate of Origin must be signed by the exporter on a non-judicial stamp paper worth Rs 10, with an indemnity bond in place. This bond must be duly notarized, and the COO must be stamped by the Chamber of Commerce or an authorized body. The Certificate of Origin serves as one of the most commonly used documents in international trade to confirm where goods are produced. It plays a vital role in proving the authenticity and origin of the goods, helping exporters comply with legal and trade regulations worldwide. There are two main categories of Certificates of Origin: preferential and non-preferential. This type of COO is used when an exporter wants to take advantage of reduced tariffs or other trade benefits under specific trade agreements. These agreements allow certain products to be imported with lower or zero tariffs, but only if the products originate from a country that has a trade agreement with the importing country. Some of the key trade agreements under which preferential COOs are required include: - Generalized System of Preferences (GSP): This program offers unilateral tariff reductions to developing countries from selected developed nations. - Global System of Trade Preferences (GSTP): This agreement involves tariff reductions exchanged between developing countries, including India and 12 other countries. - South Asian Preferential Trading Agreement (SAPTA): This allows tariff reductions between South Asian Association for Regional Cooperation (SAARC) member countries, including India, Pakistan, Sri Lanka, Bangladesh, Bhutan, Nepal, and the Maldives. - Asia-Pacific Trade Agreement (APTA): An agreement aimed at reducing tariffs and tariff barriers among Asia-Pacific countries. - India-Sri Lanka Free Trade Agreement (ISFTA): An agreement that allows for reduced tariffs on goods traded between India and Sri Lanka. - India-ASEAN Free Trade Agreement (AIFTA): A comprehensive trade agreement between India and the 10 ASEAN nations. Under these agreements, the exporter must provide a COO to prove that the products meet the rules of origin criteria set out in the trade agreements. The Directorate-General of Foreign Trade (DGFT) has authorized certain agencies to issue preferential COOs for exporters in India. Unlike the preferential COO, a non-preferential COO does not offer any tariff benefits. It simply certifies the origin of the goods. However, this certification may still be required by customs in the importing country to ensure the goods meet local regulations or trade restrictions. The Indian government has authorized several agencies to issue non-preferential COOs, such as: - Directorate-General of Foreign Trade (DGFT) and its regional offices - Textile Committee and its regional offices - Federation of Indian Export Organisations (FIEO) and its branches - Confederation of Indian Industry (CII) and its branches - PDFT Chamber of Commerce and Industry These agencies play a vital role in ensuring that the COO meets international standards, allowing smooth trade across borders. The self-certification system offers an alternative to obtaining a COO through a third-party agency. Under this system, exporters can issue their own COOs if they are recognized by the DGFT as an "Approved Exporter." To be eligible for self-certification, exporters must be classified as status holders, meaning they fall into one of the following categories: - One Star Export House - Two Star Export House - Three Star Export House - Four Star Export House - Five Star Export House These exporters can self-certify the COO for goods that are manufactured by them and listed in their registration certificates. This system streamlines the export process, allowing recognized exporters to quickly certify their products without waiting for third-party approval. A COO can be obtained either on a regular basis or for individual shipments. Here's how the process typically works: For exporters who regularly ship goods, they may apply for a COO on a long-term basis. When applying for a regular COO, the exporter is required to submit an "Indemnity bond" on stamp paper (usually Rs. 50) along with other necessary documentation. For one-time or occasional shipments, exporters can apply for a COO on a shipment-by-shipment basis. In this case, the indemnity bond is typically submitted on Rs. 10 stamp paper. In either case, exporters need to include several copies of the completed COO application, the invoice for the shipment, and a cover letter to the authorized agency. A fee is also charged for issuing the COO, which usually covers multiple copies of the document. For example, eight copies of a COO typically cost Rs. 100, while certifying eight copies of an invoice costs around Rs. 50. The Certificate of Origin (COO) is an indispensable document in global trade. It serves to establish the country of origin of goods, helping exporters access preferential tariffs under various trade agreements. The COO can be issued in two types—preferential and non-preferential—depending on whether the product qualifies for reduced duties. With the option of self-certification for recognized exporters, the process of obtaining a COO has become more efficient. Exporters must be aware of the necessary steps to obtain a COO and ensure that they comply with the regulations of the importing country. The COO not only facilitates smoother customs clearance but also makes exported goods more attractive in competitive markets due to potential tariff reductions. By understanding and properly using the COO, exporters can significantly enhance their global trade efforts. Home » Shipping Documentation » How to get a Certificate of Origin from a Chamber of Commerce Last updated on July 15, 2024 by Ben Thompson A certificate of origin document is an important document used in global trade to confirm the country of origin of where the goods have been manufactured or processed. The document is used when the country of export and the country of import have a current Free Trade Agreement (FTA) in place (see bottom of article). These FTAs include specific rules of origin that determine the eligibility of goods for reduced or eliminated import duties and tariffs in the country of import. Chambers of Commerce will authorize Certificates of Origin (COs) documents used in international trade. The certificate of origin document will be used by the importer's freight forwarder, customs agent or customs broker during the import customs clearance process. These brokers will use the certificate to prove to customs that the goods have been manufactured within the country of export. As a result, this will reduce or eliminate the import duties that are payable on imported goods. The shipper can create their own Declaration of Origin template to make a declaration on behalf of their company. This document will state the country where the goods originated (usually the country of export). It indicates whether the goods qualify for preferential treatment under a Free Trade Agreement. However, most import countries customs departments will require that the certified document from the local Chamber of Commerce in the country of export. That local Chamber of Commerce will act as the 3rd party that will verify the shipper's declaration. They charge a fee to sign and stamp the document. This document will then become 'certified' and the shipper will email it, along with the corresponding invoice and Bill of Lading, to the importer so that it can be used in the customs clearance process. The shipper must provide the document before the shipment arrives into the country of import to avoid any problems or delays with the customs clearance process. How to obtain a Certificate of Origin from a Chamber of Commerce Each country have their own set Chambers of Commerce that will specialize in certificate of origin documents. For example, if you've shipped products from the USA to Canada then you can contact any local or state American Chamber of Commerce (AmCham) and submit your NAFTA certificate (now renegotiated as the USMCA) or declaration of origin template. Most Chambers still manually sign and stamp original documents, whilst other chambers may offer an online digital certificate of origin solution. Note that there is no official governing authority overseeing all chambers and their processes can vary. It is crucial to verify that your local chamber is accredited by the International Chamber of Commerce (ICC) and adheres to ICC guidelines for electronic certificates of origin (eCOs) and certificates of origin. Ensuring your chamber follows these standards is essential for smooth customs clearance, as proper documentation validates the origin of goods and helps prevent delays. Popular Chambers of Commerce around the world: What information is included on the Certificate of Origin template? A Declaration Of Origin or Certificate of Origin form will include the below details: Shipper's (Exporter's) company name, address and contact details Consignee's company name, address and contact details Port of loading Port of discharge Vessel Name and Voyage Number Date of Departure Final Destination Certificate Number Exporter's Reference Letter of Credit (if required) 3rd party details (if required) Details of products included in the shipment - including shipping marks and numbers, number and kind of packages, description of goods, HS Code / Tariff Code, Gross Weight Statement of the country of origin of goods Name, date and signature of the authorized company representative Certificate of Origin template example Free Trade Agreements (FTAs) are international treaties that reduce barriers for trade and investment. They are individual agreements between two countries that act to reduce or eliminate the import tariffs (import duty fees) that are paid on imported goods. The origin of goods, as indicated on the Certificate of Origin, is used to determine eligibility for these reduced tariffs. So, these import tariffs are charges that are payable when the country of destination imported products. When the country of import and export have a current Free Trade Agreement in place it will reduce or eliminate the import duty fees payable. Why do Free Trade Agreements Exist? Free Trade Agreements exist primarily to increase two-way trade between the countries. They benefit both nations involved as it encourages importers to source and purchase products from exporters in the other. Some of the Importers' costs are reduced which makes the exporter's products more competitive and appealing to buyers in the other country. In addition, they also help with overcoming some internal barriers which impede the trade of goods and services between countries. They also encourage increased investment and cooperation in international trade. Here is a list of Countries with bilateral Free Trade Agreements An example of how the Certificate of Origin reduces import duties The below example explains how using a Certificate of Origin in international trade can reduce or eliminate the import duties. The importer shipped \$14,000 of products The importer must pay all associated import costs, including sea freight charges, local port handling/customs charges, import duties & taxes. If the country of export and country of the import do not have a current Free Trade Agreement, then the importer will have to pay import duties on these goods (in this example, 5% of the product value). However, if the 2 countries do have a Free Trade Agreement in place AND the exporter provides a Certificate of Origin, the importer's fees will be reduced or eliminated (Duty-Free, 0%). The difference between Preferential and Non-Preferential Certificates of Origin (COs) lies in their purpose and benefits. A Preferential CO is used when goods qualify for reduced tariffs or exemptions under a Free Trade Agreement (FTA) between countries. This type of certificate helps importers save on duty fees, making the goods more competitive in the destination market. It is crucial for importers and exporters who want to take advantage of these trade agreements. On the other hand, a Non-Preferential CO does not grant any special tariff benefits. It simply certifies the country where the goods were manufactured or processed. This type of certificate is used for general trade purposes and is required for goods that do not qualify for preferential treatment. Both types of COs are essential for international trade but serve different roles in the customs process. How Certificates of Origin Influence Landed Cost Landed cost is the total cost of getting goods to their final destination. The calculation includes the cost of the goods, shipping, handling, duties, taxes, and any other fees. Knowing the landed cost is crucial for businesses. It helps them understand the full expenses involved in importing goods. A Certificate of Origin can directly affect the landed cost via helping to determine the duties and taxes that must be paid. If goods qualify for preferential treatment under a Free Trade Agreement, the duties may be reduced or eliminated. This can significantly lower the landed cost, making the goods more competitive in the market. Accurate documentation ensures that all costs are correctly calculated and no unexpected expenses arise. Try Landed Cost Calculator Ben is passionate about International Trade, Import/Export, International Shipping and connecting world markets. For the last 14 years Ben has specialized in importing and exporting goods around the world, and creating software solutions to streamline the import/export process. Ben is passionate about International Trade, Import/Export, International Shipping and connecting world markets. For the last 14 years Ben has specialized in importing and exporting goods around the world, and creating software solutions to streamline the import/export process. On July 1, 2020, NAFTA was replaced with the new Free Trade Agreement (FTA) also known as CUSMA, USMCA or T-MEC. There are new rules of Certification of Origin under the new FTA which means you can't use a NAFTA Certificate of Origin under the old agreement. In this blog, we will go through the new Certification of Origin field by field and you'll get a fully complete and accurate certification under CUSMA/USMCA/T-MEC. If you prefer to watch a video, you can find the visual guide here. Let's get started! What Is The Difference Between The Original NAFTA And The New FTA? One of the differences between the original NAFTA and this new FTA is that there is not an official certificate but rather a set of 9 minimum required data elements to be included in the shipment's documentation in order to utilize the preferential tariff treatments. Who Can Complete The Certification Of Origin? The Importer, Exporter, or Producer of the good(s). Certifiers be aware! As with all free trade agreements when you are the party completing the certification of origin, you are confirming 3 main things. You're confirming that you have researched the item. Confirmed it meets the rules of origin under the FTA and Can produce proof, aka documentation, that the item meets the rules of origin of the specific FTA upon customs request. Field-By-Field Guide On Filling Out The Certificate Of Origin Click here to download Certificate of Origin** Please note that this form is created by Pacific Customs Brokers. If you're not too keen on using our format, please see our blog to understand the minimum required data elements to include in your documentation. Field 1 - Certifier In this field, you are indicating who you are as the Certifier. Are you the exporter, producer, or importer of these goods? This tells the reviewer of the form who filled the document out. Field 2 - Certifier Details Here, list your contact information including your name, title, your company's complete address including the country, your phone number, and email address. This is how CBSA will know exactly whom to contact if more information is needed. Filed 3 - Exporter Details (if different than Certifier) If you are the Exporter and Certifier: You may fill this field out completely or at a minimum include your Company Name since you will have listed the other information in field 2. Producer: You may not know the identity of the Exporter, so the information here is not required. Importer: Complete this field entirely and note, the address of the Exporter in this field should be the goods' place of export and reside within a North American country. Field 4 - Producer Details If you are the Producer and Certifier: You may fill this field out completely or at a minimum include your Company Name since you will have listed the other information in field 2. If there are multiple Producers: You may state "Various" or provide a list of those Producers. A party who wishes to remain confidential: May state "Available upon request by importing authorities" but know that if it requested, the information will be required to be divulged. The address of the Producer in this field should be the goods' place of production and reside within a North American country. Field 5 - Importer Details (if known) If you are the Producer or Exporter and know the Importer's information, provide it in this field. Do not know the identity of the importer state "Unknown." Field 6a - HS Tariff Classification (6-digit level) Provide the HS tariff classification - also known as the HS code - of the goods to the 6-digit level located in the Customs Tariff. If you need help determining this 6-digit code, please contact us. Field 6b - Description Of The Good And Invoice Number (if known) Provide a description of the goods in layman's terms. The description should be sufficient enough to identify the goods covered by this form. If this form covers a single shipment, indicate the invoice number related to the shipment. If this form covers the goods on multiple shipments for which invoice numbers are not yet known, or if you simply don't know the invoice number it can be excluded. Field 7 - Origin Criterion (as set out in Article 4.2) Using an A, B, C, or D, specify the origin criteria under which the good qualifies as set in article 4.2 - Originating Goods. Let's go over what specifying either of those letters will indicate: A) Wholly obtained or produced entirely in the territory of one or more of the Parties, as defined in Article 4.3 (Wholly Obtained or Produced Goods) In layman's terms, the good on this line was made, grown, or produced completely within North America. A plant is a perfect example of a good that is not highly manufactured. B) Produced entirely in the territory of one or more of the Parties using non-originating materials provided the good satisfies all applicable requirements of Annex 4-B (Product-Specific Rules of Origin) In layman's terms, the good on this line was made completely within North America but have parts from somewhere else. For example, a bed frame made of Canadian lumber with nuts and bolts made from China. C) Produced entirely in the territory of one or more of the Parties exclusively from originating materials In layman's terms, the good on this line was manufactured within North America with North American components. In the bed frame example, it's made of Canadian lumber with Mexican, Canadian, and/or American-made nuts and bolts. D) There is no layman's way to explain this qualification as it will be very specific to the good and production of the good. So simply put, if your good does not qualify under A, B, or C, you will need to call us or your customs broker and work with a Trade Advisor to ensure your products qualify. Field 8 - Period Covered By Certification (if applicable) This field is pretty straightforward. If this certification covers multiple shipments of identical goods, include the date range for that specified period which can be up to 12 months. For example, January 1st to December 31st of the same year. Not to be confused with January 1st to January 1st of the next year as this would signify a year plus one day. Although not required, we highly recommend that all blanket Free Trade Agreements are dated for the standard calendar year to keep renewal dates consistent year by year. Field 9 - Certification Last but not least is your autograph. The certification must be signed and dated by the Certifier. By signing this certification you confirm that you are familiar with Chapter 5, Article 5.2, and Annex 5-A of the agreement and that the goods listed indeed qualify under it. And that's it! A fully completed and accurate Certification of Origin under the newest Free Trade Agreement between North America that both your Customs Broker, Customs and all parties to the transaction will understand. Please feel free to download our Data Elements guide if you'd like to keep this information on hand. Contact our trade advisors if you have any questions. Resources Form | Certification of Origin Guide | Data Elements Blog | Data Elements Video | How To Fill Out A Certification Of Origin Under CUSMA/USMCA/T-MEC