



Mission Regional Chamber of Commerce

Certificates of Origin

Procedure Created: April 2017 Effective Date: June 1st, 2017

Documents will need to meet following requirements before they can be certified.

Documents must be:

- issued by a Canadian Company
- accompanied by the proper background documentation
- accompanied by proof of business registration
- issued using one of the Chamber Templates
- signed by an authorized representative and notarized (if required)

Companies issuing their first Certificate of Origin (COO) must make an appointment with the Mission Chamber

Rates

Members: \$15.00 (plus GST) for export, \$35USD for import
Includes COO and commercial invoice (administration & certifying COO)
\$5.00 (plus GST) per additional seal

Non- Members: \$30.00 (plus GST) for export, \$55USD for import
Includes COO and commercial invoice (administration & certifying COO)
\$10.00 (plus GST) per additional seal

- 1) The Chamber of Commerce requires that you submit a copy of a current business licence that will be kept on file.
- 2) The Company or Member requesting a COO must sign the declaration confirming the products or goods for which the COO is being issued, originated in Canada.
- 3) For all first time businesses certifying with the Chamber, the Statutory Declaration and Indemnity Agreement must be signed by the Company or Member and be witnessed by the Chamber prior to receiving the seal for the COO. **
- 4) A copy of the Company's or Member's commercial invoice must be provided to the Chamber and all documents are to be photocopied for Chamber records.

6) Payment is due upon processing and certification.

Please make an appointment with the Chamber for certification of your documents, and to confirm that all requirements for certification have been met by calling 604.826.6914 or email info@missionchamber.bc.ca

Documents not Certified:

The Chamber cannot certify the following (not an all-inclusive list):

- * ATA Carnet (can only be issued by the Canadian Chamber of Commerce);
- * Certificates of Origin relating to international trade agreements, such as NAFTA;
- * Certificates of Value (can be obtained from freight forwarders);
- * Certificates of Composition or Analysis (weights/materials, etc.);
- * Certificates of Insurance;
- * Certificates of Fumigation;
- * Certificates of Free Sale;
- * Confirmation of Price Lists;
- * Documents issued by the federal or provincial governments;
- * Documents issued by foreign entities (government, company, etc.);
- * Documents with references to quality or human consumption;
- * Letters of invitation (entry into Canada);
- * Personal documents (marriage/death certificates, divorce papers, etc.);
- * Documents with boycott clauses or inferring boycotting; and
- * Documents issued in a foreign language.

Please feel free to contact us should you have any questions. 604.826-6914