

TEMPLATE - LETTER OF WAIVER

To be submitted in typed format on Organization's letterhead to the Canadian Chamber of Commerce, once it has been duly signed by an authorized representative, and signed/sealed by a Notary or Commissioner of Oaths. It must be accompanied with current proof of business registration.

NO MODIFICATIONS ARE ALLOWED. *The letter will remain valid for two years. Should your Organization's name change, a new letter of waiver must be filed with the Chamber.*

Exporter **Freight Forwarder**
(Please tick appropriate box)

The London Chamber of Commerce
Attention: Document Certification Services
101-244 Pall Mall St.
London, ON N6A 5P6

To Whom It May Concern:

In consideration of the London Chamber of Commerce ("Chamber") from time to time certifying Certificates of Origin and other export-related documents such as VISA request letters, or otherwise certifying documents upon request by (Name of Organization/Freight Forwarder/Broker, etc.) (henceforth referred to as "the Organization"), the Organization hereby accepts **FULL** responsibility for the veracity, accuracy and completeness of such documents as are submitted by the Organization (and/or its representatives), or by the Organization on behalf of any of its clients.

The Organization also affirms that the documents submitted for certification will not pertain to the export of controlled goods; if affirmative, that it (or its clients) will obtain the necessary authorizations prior to submission to the Chamber.

Further, the Organization waives and agrees to release and hold harmless the Chamber and its officials in respect of all claims or expenses that the Organization or foreign authorities may have against the Chamber or its officials, now or in the future, in connection with such certification, and to indemnify the Chamber and its officials in respect of any costs or liability to the Chamber or its officials arising from such certification.

The Organization acknowledges that the Chamber will keep copies of documents certified with the background documentation provided. If the Chamber is presented with a demand for production of documents which is authorized by law, the Organization authorizes the Chamber to produce documents received from the Organization in accordance with the demand. The Organization also agrees to make readily available to the Chamber any other background documents (to be kept by the Organization for up to three years after the certification), for review by relevant authorities if requested.

Signature of Authorized Official (Seal if available)

Print Name/Title

On the _____ day of _____ 20 __, the above official has:

- √ proved to me, on the basis of satisfactory evidence, to be the person whose name appears as signatory on this document;
- √ acknowledged that he/she executed the same in his/her authorized capacity; and
- √ sworn before me that full responsibility will be accepted for any errors, omissions or inaccuracies in such declarations and/or documents presented for certification by the Chamber.

(print name and sign)
Notary Public / Lawyer
Signature and Seal

Notary Public / Lawyer contact info: _____