



Authorization for EDI Submission of Certificate of Hong Kong Origin / Certificate of Processing *

Full Application Form



(For Exporter, Manufacturer and Subcontractor [if involved] use)

(A) EXPORTER SECTION

Exporter (Name and Address)		For internal use only			
BR No. : _____ Tel. : _____ Fax : _____		UCR No.			
Consignee (Name and Address) if applicable Consigned to the consignee / Consigned to the order of *		Notifying Party (Name and Address) if applicable			
Country/Place Code : Supplementary Information:		Country/Place Code :			
Departure Date YY / MM / DD/		Vessel / Flight / Vehicle No.		Destination Country/Place	
Mode of Transport * Ocean / Rail / Road / Air / River		Port of Loading		Final Destination if on Carriage	
		Port of Discharge		Please indicate "+" before the quantity if responsible quantity is Part Quantity; "=" if it is Part Process; and "/" if it is Part Process / Part Quantity. See note on p. 4 ↓↓	
Line Item No.	Goods Description (must be the same as that made by the Manufacturer on p.2 of this application)	Line item Quantity & Unit	Manufacturer's Name BR (11 digits) No. & FR (5 digits) No	Responsible Quantity	FOB Value HK\$
<p style="margin-right: 20px;">Total FOB Value HK\$:</p>					
Product Description (to be printed on the certificate except for HS code & Category No)					
If the product description is the same as the goods description above, please insert "same as goods description above". Category No. (if applicable) and HS Code are still required. ↓↓					
Item No.	Marks, Nos. & Container No.	No. & Type of Package	Product Description HS Code & Category No	Item Quantity & Unit	Brand Names or Labels
<p style="margin-right: 20px;">Total No. & Type of Package:</p>					

* Delete if not applicable

For Certificate of Processing, please state : Place of manufacture : Processes carried out in HK :	GACO Membership No. (if applicable)	Certificate to be collected at:
	Issuing Organisation:	

Supporting documents must be provided if expeditious processing / retrospective application is required. Supporting Document Codes: (please specify if the code for 'others' is chosen)

Reason Code for Expeditious Processing Request: (please specify if the code for 'Others' is chosen)

Exporter's Special Request Code:

Exporter's Special Declaration / Statement, if any: (For providing supplementary text required where necessary, when other declaration codes are used)

Exporter's Declaration
 Standard Declaration: T01 Other declaration codes, if any _____

I _____, HKID/Passport No. _____, acting and signing for and on behalf of
 (Name of Signatory)
 _____, make the following declarations and authorization:
 (Name of the Exporter)

I declare that I have read and understood the standard declarations and special codes on page 4 of this form and the codes representing my declaration are as above.
 I hereby authorize Tradelink Electronic Commerce Limited to send messages to the Government on the basis of the information declared on this form and to receive messages from the Government on behalf of the following company.

_____ _____ _____
 Date Signature Business Chop

Warning: The maximum penalty for making a false declaration in an application for the issue of a Certificate of Origin or for the substitution of goods in respect of a Certificate of Origin is \$500,000 and two years' imprisonment.

(B) MANUFACTURER & SUBCONTRACTOR SECTION
 (please use additional form if more than 1 manufacturer or subcontractor is involved)

Manufacturer Name: Address Code: _____ Tel: _____ BR No.: _____ Fax: _____ FR No.: _____	Address of Goods Available for Inspection:
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Manufacturer Role Manufacturer cum Knitter / Manufacturer *	Principal Process(es) Done by Manufacturer and Outworker in Hong Kong
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Line Item No.	Goods Description (must be the same as that made by the Exporter on p.1 of this application)	Materials & Components of HK Origin	Materials & Components of Other Origin
1.			

Please indicate “ + “ before the quantity if responsible quantity is Part Quantity; “ = “ if it is Part Process; and “ / “ if it is Part Process / Part Quantity. See note on p.4



Item No	Line Item Quantity & Unit as Declared by Exporter on p.1	Responsible Quantity as Declared by Exporter (a)		Manufacturer Responsible Quantity (b)	Subcontractor Responsible Quantity (c)	Outworker Responsible Quantity (d)
1.						

Manufacturer’s Special Declaration / Statement, if any

(For providing supplementary text required, where necessary, when other declaration codes are used)

Manufacturer’s Declaration

Standard Declaration: T02 Other declaration codes, if any _____

I _____, HKID/Passport No. _____, acting and signing for and on behalf of
 (Name of Signatory)
 _____, make the following declarations and authorization:
 (Name of the Manufacturer)

I declare that I have read and understood the standard declarations and special codes on page 4 of this form and the codes representing my declaration are as above.
 I hereby authorize Tradelink Electronic Commerce Limited to send (and to transform, where necessary) messages to the Government on the basis of the information declared on this form, and to receive messages from the Government on behalf of the following company.

_____ Date _____ Signature _____ Business Chop _____

Note: Manufacturers and subcontractors have to ensure that the persons acting and signing for and on behalf of the manufacturers/subcontractors should be identical to the authorized signatories provided to the Trade and Industry Department else applications submitted will be deferred/rejected.

Subcontractor Name:

Address Code: |_|_|_|_| LSA No. _____
 BR No.: |_|_|_|_|_|_|_|_|_|_| - |_|_|_|_|
 FR No.: |_|_|_|_|_|_|
 Tel.: _____ Fax.: _____

Principal Process(es) Done by Subcontractor in Hong Kong

Subcontractor’s Declaration

Standard Declaration: T03

I _____, HKID/Passport No. _____, acting and signing for and on behalf of
 (Name of Signatory)
 _____, make the following declarations and authorization:
 (Name of the Subcontractor)

I declare that I have read and understood the standard declarations and special codes on page 4 of this form and the codes representing my declaration are as above.
 I hereby authorize Tradelink Electronic Commerce Limited to transform and send messages to the Government on the basis of the information declared on this form and to receive messages from the Government on behalf of the following company.

_____ Date _____ Signature _____ Business Chop _____

Note: Manufacturers and subcontractors have to ensure that the persons acting and signing for and on behalf of the manufacturers/subcontractors should be identical to the authorized signatories provided to the Trade and Industry Department else applications submitted will be deferred/rejected.

Warning: The maximum penalty for making a false declaration in an application for the issue of a Certificate of Origin or for the substitution of goods in respect of a Certificate of Origin is \$500,000 and two years’ imprisonment.

CERTIFICATE OF HONG KONG ORIGIN / CERTIFICATE OF PROCESSING

STANDARD DECLARATION

CODE LIST

<u>Code</u>	<u>To be made by</u>	<u>Description</u>
T01	Exporter	I, on behalf of the exporter of this application, hereby declare that all the information given herein has been checked by me and is true, that the merchandise described in this application consists exclusively of the goods manufactured / processed / produced by the manufacturer / processor / producer / subcontractor described in the application and will be exported by the declared exporter in the manner described in this application, and that I have not applied to any other Issuing Authority for a Certificate of Origin in respect of the consignment described in this application. I also authorize the Director – General of Trade and Industry or the Government Approved Certification Organisation with which I have filed this application to disclose all or any of the information provided herein to any third parties in Hong Kong or elsewhere.
E02	Exporter	I declare that the goods described in this application are piece – knitted garments other than sweaters in categories 845 (2) and 846 (2).
E03	Exporter	I declare that the goods described in this application are sweaters in category 845 (2).
E04	Exporter	I declare that the goods described in this application are sweaters in category 846 (2).
E05	Exporter	I declare that the goods described in this application are not piece-knitted garments.
T02	Manufacturer	I, on behalf of the manufacturer of this manufacturer declaration, hereby declare that all the information given herein has been checked by me and is true, that the goods which are fully and accurately described in this manufacturer declaration have been manufactured / processed / produced in the manufacturer's / subcontractor's premises or place in Hong Kong registered with Trade and Industry Department, that the principal processes done by the manufacturer / subcontractor declared in this manufacturer declaration have been carried out in the manufacturer's / subcontractor's premises or place in Hong Kong registered with Trade and Industry Department as represented by its / their address code(s) described in this declaration, and that the goods will be located in the address of goods available for inspection as described in this declaration for not less than 2 clear working days from the date of this manufacturer declaration. I also authorize the Director – General of Trade and Industry or the Government Approved Certification Organisation to which I have made this application to disclose all or any of the information provided herein to any third parties in Hong Kong or elsewhere.
M02	Manufacturer	I declare that the cut and sewn garments covered by this Certificate of Hong Kong Origin Manufacturer Declaration are bona fide samples and not intended for sale.
M03	Manufacturer	I declare that the knit-to-shape panels used to produce the goods described in this Manufacturer Declaration have been knitted in Hong Kong by the local registered factory performing the panel knitting process as named in my Special Declaration / Statement in this Manufacturer Declaration.
M04	Manufacturer	I declare that the knit-to-shape panels of the piece-knitted garments described in this Manufacturer Declaration are knitted in Hong Kong.
M05	Manufacturer	I declare that the fabric(s) described in this Manufacturer Declaration is (are) formed in Hong Kong and that the fabric-forming process(es) of this (these) fabric(s) is (are) carried out by the local registered factory named in my Special Declaration / Statement in this Manufacturer Declaration.
M06	Manufacturer	I declare that the fabric(s) making up the goods described in this Manufacturer Declaration is (are) formed in Hong Kong and that the fabric-forming process(es) of this (these) fabric(s) is (are) carried out by the local registered factory named in my Special Declaration / Statement in this Manufacturer Declaration.
M07	Manufacturer	I declare that the yarn described in this Manufacturer Declaration is spun in Hong Kong from fibre.
M08	Manufacturer	I declare that the watch movements of the watches described in this Manufacturer Declaration have been assembled and tested in Hong Kong by the local registered factory named in my Special Declaration / Statement in this Manufacturer Declaration.
M09	Manufacturer	I declare that decorating and baking of the goods described in this Manufacturer Declaration represent at least 25% of the value of the finished products.
M10	Manufacturer	I declare that decorating of the goods described in this Manufacturer Declaration represents at least 25% of the value of the finished products.
M11	Manufacturer	I declare that the goods described in this Manufacturer Declaration contain at least 25% Hong Kong cost content attributable to local components and labours.
M12	Manufacturer	I declare that the value of foreign origin parts of the goods described in this Manufacturer Declaration does not exceed 25% of the cost of the finished products.
M13	Manufacturer	I declare that the watch movement(s) of the watches described in this Manufacturer Declaration is (are) supplied by the local registered factory named in my Special Declaration / Statement in this Manufacturer Declaration.
M14	Manufacturer	I declare that the fabric(s) described in this Manufacturer Declaration is (are) printed, dyed and finished as required in Hong Kong and that these processes are carried out by the local registered factory(ies) named in my Special Declaration / Statement in this Manufacturer Declaration. Relevant processes respectively carried out by the named factory(ies) are also specified in this Special Declaration / Statement.
M15	Manufacturer	I declare that the fabric(s) making up the goods described in this Manufacturer Declaration is (are) printed, dyed and finished as required in Hong Kong and that these processes are carried out by the local registered factory(ies) named in my Special Declaration / Statement in this Manufacturer Declaration. Relevant processes respectively carried out by the named factory(ies) are also specified in this Special Declaration / Statement.
M17	Manufacturer	I have read and understood, and agree to abide by the Certificate of Hong Kong Origin and Outward Processing Arrangement requirements for export of shirts and blouses to the EU as set out in Certificate of Origin Circular No. 3/2006 dated 8 March 2006.
T03	Subcontractor	I, on behalf of the subcontractor of this manufacturer declaration, hereby declare that all the information given herein has been checked by me and is true, and that I have carried out the principal process(es) done by the subcontractor declared in this manufacturer declaration in my factory in Hong Kong registered with Trade and Industry Department as represented by its address code described in this declaration. I also authorize the Director-General of Trade and Industry or the Government Approved Certification Organisation to which I have made this declaration to disclose all or any of the information provided herein to any third parties in Hong Kong or elsewhere.

EXPORTER'S SPECIAL REQUEST CODES

<u>Code</u>	<u>Description</u>
501	Request for an additional copy of the certificate.
502	Hiding information of consignee to be printed on the certificate
503	Request for endorsement on supporting documents such as commercial invoice

EXPEDITIOUS PROCESSING REQUEST REASON CODES

<u>Code</u>	<u>Description</u>
101	To meet unexpected change of tight shipment schedule
102	To meet urgent request of the overseas buyer for advanced delivery of goods
103	To send samples urgently required by overseas buyers
104	To facilitate clearance of consignments held up by overseas customs
105	Application being deferred for one or more times
106	Deferred for amendment after production / consignment check by C&ED.
107	This is a retrospective application
110	To meet the terms of Letter of Credit (L/C)
HD3	Others

SUPPORTING DOCUMENT CODES

<u>Code</u>	<u>Description</u>
205	Explanatory letter for Retrospective CO Application
206	Explanatory letter for expeditious application
207	Explanatory letter (others)
208	Copy of buyer's order
209	Copy of production order and records
210	Copy of buyer's shipment instructions
211	Copy of relevant documents from overseas customs
212	Copy of Letter of Credit (L/C)
213	Copy of invoice
214	Copy of shipping document: e.g. bill of lading / air waybill
215	Copy of packing list
216	Relevant copy of Certificate of Origin
217	Copy of Export Licence (EL) and/or other trade documents
219	Copy of authorisation letter from registered brand name / trademark holder
220	Copy of authorisation letter from copyright holder
HD3	Others

NOTE:

Part Process, (a) = (b) = (c) = (d), value of the indicator should be '='
Part Quantity, (a) = (b) + (c) + (d), value of the indicator should be '+'
When (b) + (c) + (d) do not add up or each is not equivalent to (a), value of the indicator should be '/'