



## **FAQ's UK Certificates of Origin**

### **How do I apply?**

- If you are new to this service please register with one of our on-line electronic platforms ([eCert](#) or [essCert](#))
- Please complete a [formal undertaking](#)
- If registered and have a valid formal undertaking lodged with the Chamber, access your eCert or essCert account and complete your required application on-line
- Decide if once approved you are printing in-house or you require the Chamber to print on your behalf
- If printing in-house please ensure you have original blank Hampshire Chamber of Commerce certificate of origin forms in stock
- We are only able to accept Certificate of Origin applications submitted via our electronic platforms

### **What documents do I need to supply to support my application?**

- Commercial invoice for the shipment
- We do not accept proforma invoices
- Full name and address of the manufacturer
- Proof of origin if goods are manufactured outside the UK
- Packing list if details stated on the certificate are missing from the invoice
- If presenting as an agent on behalf of a client, we require a letter of authority – please contact the intl trade team (01329 242420) for the template to use or [click here](#)

### **Can I apply for additional copies?**

- Yes but you must ensure if printing the processed application in your office you have the original yellow Hampshire Chamber of Commerce copy forms
- Additional fees are charged for copies

### **How long will the process take?**

- This depends on you but if received before 3pm (Mon-Fri) and the application has been completed correctly, the certificate should be ready for collection or ready for post that same day

### **Can I wait for my application to be processed?**

- We do offer a counter service for invoice/other document processing and would ask that documents are emailed through prior to visiting the office for face checking

### **Can I have an United Kingdom certificate of origin when goods are destined for an Arab state?**

- Yes you can however you must ensure you have checked with your overseas buyer that this certificate of origin is acceptable and provide a [letter of indemnity](#)

**Can I apply after the shipment has left the UK?**

- Yes you can however you must supply us with proof of shipment i.e. copy of airway bill/bill of lading etc if the goods shipped in excess of 30 days

**Can I use an UK certificate of origin for shipments to Egypt?**

- Yes you can use an UK certificate of origin for Egypt. You need to check with your client overseas as to their requirements i.e. do they require the certificate to be certified and legalised by the Egyptian-British Chamber of Commerce/Egyptian Consulate. If the answer is no, you will need to provide a [letter of indemnity](#)

**Can I use an UK certificate of origin for Iran?**

- Yes you can raise an UK certificate of origin for Iran

**Can my UK certificate be legalised by an Arab League Embassy?**

- Unfortunately no. You will need to apply for an Arab-British certificate of origin

**Can the Chamber of Commerce help me with organising an Algerian Certificate of Free Marketing?**

- Yes we can however there are strict requirements in place

**The procedure is as follows:**

The exporter should complete the Certificate of Free Marketing on their headed paper as per the [template](#). No alternative wording can be used.

The exporter needs to raise the [indemnity](#) letter on their headed paper, sign and date.

The Chamber requires evidence that the goods comply with the standards stated in the Certificate of Free Marketing and also requires evidence of the origin of the goods in the same manner as for a Certificate of Origin.

This procedure should not be used for food and agricultural products, a Government certificate should be obtained, further guidance can be found here:

<https://www.gov.uk/guidance/export-food-and-agricultural-products-special-rules>

- Please contact the intl trade team (01329 242420) if you have any questions concerning the above