

# CERTIFICATE OF AUSTRALIAN ORIGIN

## EXPLANATORY NOTES

### What is a Certificate of Origin?

A Certificate of Origin is a specific document identifying goods and containing an express certification by a government authority or other empowered body that the goods originate in a specific country.

Many countries require their import documents to include a certificate of origin. They may also require commercial invoices and / or other documents to be endorsed by a Chamber of Commerce

### Procedures for Certifying

- Certificate **MUST** be typed
- Exporters Information Form Update (which can be obtained from VECCI) **MUST** be completed and forwarded to VECCI together with a list of signatories authorised to sign the certificates on behalf of your company
- Evidence of origin **MUST** be supplied prior to stamping i.e. copies of invoice, bill of lading, letter of credit, or statutory declaration
- **Exporter to provide a copy of documents being stamped for VECCI records**
- All export documents **MUST** be signed by the exporter on the bottom left hand-side under the exporters declaration before submission for our authentication

Please note that VECCI's Australian Origin forms cannot be used for any other origin than Australian

### VECCI's Typing Service

For the convenience of Certificate of Origin users, VECCI is pleased to provide a Certificate of Origin typing facility, for further information on the typing service please contact Erhan (Aaron) Karahan on 8662 5360.

### Electronic Services

Please be advised you can now also complete and lodge Certificates of Origin via two electronic services, for further information please visit our web site: [www.vecciglobal.org.au](http://www.vecciglobal.org.au) or contact VECCI's International Trade Department on 8662 5360.

**Information on products, which shall be taken to be of Australian origin, are listed on the back of VECCI form.**

Global, Certificate of Origin Department  
Tel: (03) 8662 5325 Fax: (03) 8662 5201

Location: 486 Albert Street  
EAST MELBOURNE VIC 3002

Postal: GPO Box 4352  
MELBOURNE VIC 3001

# OTHER EXPORT DOCUMENTATION AVAILABLE FROM VECCI

## Certified Declaration of Origin

When shipping goods that are manufactured/produced overseas but being shipped out of Australia you are required to use the above certificate, these can be obtained by contacting VECCI's International Trade Department - 03 8662 5325.

If your shipment contains both Australian and Non-Australian goods these can be combined on the one certificate as per above.

(Certification of Certified Declaration of Origin certificates are as per Australian Origin procedures on previous page).

## Certificates of Free Sale/Manufacture & Health Certificates

Exporters are often requested to supply certificates other than Certificates of Origin; these may be requested from Foreign Government Authorities.

Examples of these documents are:

**Free Sale Certificates** - certifying goods are sold freely in Australia.

**Certificates of Manufacture** - certifying goods are manufactured in accordance with specified requirements.

**Health Certificates** - issued in circumstances where goods are of a type not falling within the responsibility of a government department or authority.

Please be advised that VECCI may be able to assist with a range of certificates customized for exporters, which are not available from government authorities.

For further information please contact: Nadene Paul on 03 8662 5324.  
Hours of operation Monday - Friday. (**please note minimum 2 day turn around period applies**) Prices will be quoted when application is made.

# DOCUMENTATION CHARGES



	<b>Member (VECCI Gold)</b>	<b>Non Member</b>
<b><u>Certificates of Origin</u></b> Including - AANZFTA (*per document)	\$20.00	\$33.00
<b><u>Electronic Certificate of Origin</u></b> (*per document)	\$23.00	\$36.00
<b><u>Typed by VECCI</u></b> Service Fee GST Inclusive (*per document)	\$11.00	\$16.50
<b><u>Typing Service Cancellation Fee</u></b> GST Inclusive	\$11.00	\$16.50
<b><u>Total Fee for VECCI</u></b> Typed Certificate of Origin GST Inclusive (*per document)	\$31.00	\$49.50
<b><u>TAFTA Registration Fee</u></b>	Nil	\$44.00 (GST Inclusive)
<b><u>TAFTA Certificate of Origin</u></b>	\$30.00	\$43.00

**Replacement Certificate of Origin (\*per document) \$10.00**

**All other export documentation certification fees as below  
are GST inclusive**

<b><u>Typed by exporter</u></b> (eg. Invoices, Visa Letters, Agreements etc)	\$22.00	\$36.30
<b><u>Electronic lodged</u></b> (eg. Invoices, Packing List etc)	\$25.30	\$39.60
<b><u>Blank Forms</u></b> (may be purchased @ VECCI)	11¢	22¢

**\*\*Documents are considered one document when you have an original and several copies.\*\***

EG: Certificate of Origin + 9 copies	=	\$20.00 Member (VECCI Gold) \$23.00 Electronic Member (VECCI Gold) \$33.00 Non Member \$36.00 Electronic Non Member
Invoice + 9 copies (GST Inclusive)	=	\$22.00 Member (VECCI Gold) \$25.30 Electronic Member (VECCI Gold) \$36.30 Non Member \$39.60 Electronic Non Member

# EXPORTER INFORMATION FORM UPDATE

TO: CERTIFICATE OF ORIGIN DEPARTMENT  
Victorian Employers' Chamber of Commerce and Industry  
G P O Box 4352 Tel: (03) 8662 5325  
MELBOURNE VIC 3001 Fax: (03) 8662 5201

NAME OF COMPANY \_\_\_\_\_ (exporter / agent)

ADDRESS \_\_\_\_\_  
\_\_\_\_\_ POSTCODE \_\_\_\_\_

CONTACT \_\_\_\_\_

TELEPHONE \_\_\_\_\_ FACSIMILE \_\_\_\_\_

E-MAIL \_\_\_\_\_

Is a company incorporated in \_\_\_\_\_ (state)

## Please tick which is applicable below

- Produces  Other (please specify below)  
 \* Manufactures / Stores \_\_\_\_\_

products for export at the address listed above. Each of these facilities is located in the geographic area serviced by the Victorian Employers' Chamber of Commerce and Industry.

The company requires documentary evidence of origin for its products when exporting to particular countries and intends to obtain that evidence from the above mentioned chamber of commerce.

## VECCI MUST BE PROVIDED WITH THE FOLLOWING:

- A copy of a certificate of incorporation (if applicable)
- List of company signatories authorised on behalf of their company to sign certificates

N.B. VECCI is to be advised if any authorised person has been withdrawn from or added to the list

The Australian Company number is \_\_\_\_\_

Date: \_\_\_\_\_ Signed: \_\_\_\_\_  
(authorised signatory of the company mentioned above)

## LIST OF AUTHORISED SIGNATORIES

1. _____	2. _____
NAME SIGNATURE	NAME SIGNATURE
3. _____	4. _____
NAME SIGNATURE	NAME SIGNATURE

- Please tick the box if you **DO NOT** wish to receive future information about VECCI's international trade events and updates via e-mail.