

CERTIFICATE OF ORIGIN POLICIES

Location and Hours

OFFICE: **Albuquerque Chamber of Commerce**
115 Gold SW #201
Albuquerque, New Mexico 87102
505-764-3700

The Chamber offices are located 1 block south of Central in between 1st and 2nd Street, second level. **Hours of the Chamber are Monday thru Friday from 8:00 am to 5:00 pm**

CERTIFICATE FEES

Chamber Members: Original & unlimited copies - \$30.00/set

Non Members: Original & unlimited copies - \$40.00/set

ADMINISTRATIVE POLICIES

- * Certificate of Origin (C.O.) service, customers must execute a Certificate of Origin Agreement and Indemnity. This document must be signed by an authorized company official and will be retained in Chamber files to cover all future Certificate of Origin requests.
- * Please complete all forms and have the certificate of origin notarized prior to requesting a Chamber seal.
- * Back up documentation (commercial invoices, etc.) shall be required prior to Certificate of Origin issuance.
- * All C. O.'s submitted on forms other than that of the Albuquerque Chamber will be stamped with the Chamber's disclaimer as it appears on the Chamber's regular Certificate of Origin form.
- * Payment is due at the time that the Certificate of Origin is issued.



CERTIFICATE OF ORIGIN AGREEMENT AND INDEMNITY

The Greater Albuquerque Chamber of Commerce, a New Mexico non-profit corporation (hereinafter the “Chamber”), offers, as one of its services to businesses in the Albuquerque region, upon the following terms and conditions, to issue a Certificate of Origin certifying that to the best of the Chamber’s knowledge, and based upon supporting documentation provided by the business in question, that the property being exported by that business originated in the country declared by that business on the Certificate of Origin. The undersigned company (hereafter “the Exporter”) wishes to use this service and obtain Certificates of Origin from time to time, and in consideration therefore the Exporter hereby agrees with the Chambers as follows:

1. The Chamber will charge a fee (\$30.00 for Members/\$40.00 for Non-members) for each Certificate of Origin executed, according to a uniform schedule of fees that may be adjusted from time-to-time hereafter.
2. The Exporter hereby agrees, warrants and represents that all property specified in Certificates of Origin issued pursuant to this agreement will have originated in the country declared by the Exporter, as indicated in the Certificate of Origin, and further agrees to indemnify and hold harmless the Chamber against any loss, liability or responsibility whatsoever from or in any way connected with the content and issuance the Certificate of Origin.
3. The obligations of the Exporter hereunder will be binding upon it and its successors and assigns.

The Exporter is solely responsible for confirming that a Certificate of Origin executed by the Chamber will be adequate for the Exporter’s purposes under applicable law. The Exporter expressly releases the Chamber from any liability arising out of the refusal of any governmental agency or other third party to accept the Certificate of Origin for the purposes intended by the Exporter.

Signature of authorizing official: _____

Date: _____

Company: _____
Official: _____
Title: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: (____) _____ Fax: (____) _____

Note: Please return to: Information Specialist, Greater Albuquerque Chamber of Commerce, PO Box 25100, Albuquerque, NM 87125

CERTIFICATE OF ORIGIN

For General Use

The undersigned _____

(Owner or Agent)

for _____

(Name and Address of Shipper)

declares that the following mentioned goods shipped on _____

(Name of Ship)

on the date _____ consigned to _____

_____ are the product of _____

Marks and Numbers

No. of Pkgs.,
Boxes or Cases

Weight In Kilos:
Gross/Net

Description

Marks and Numbers	No. of Pkgs., Boxes or Cases	Weight In Kilos: Gross/Net	Description

STATE OF NEW MEXICO _____

COUNTY OF _____

Sworn to before me _____

this _____ day of _____ 20____

(Signature of Owner or Agent)

The Greater Albuquerque Chamber of Commerce, a recognized Chamber of Commerce under the laws of the State of New Mexico, hereby certifies that to the best of its knowledge and belief, and based solely upon the Exporter's representations and review of supporting documentation supplied by the Exporter, the products named in this document originated in _____.

By: _____

Title: _____