

# SADC CERTIFICATE OF ORIGIN

Registration No. .... 1. Exporter (Name and Office Address)	3. Country Ref. No. ZA A <span style="font-size: 1.5em; font-weight: bold;">P166683</span>  <b>SOUTHERN AFRICAN DEVELOPMENT COMMUNITY (SADC)</b>  <i>CERTIFICATE OF ORIGIN</i>				
2. Consignee (Name and Office Address)	4. Particulars of transport:				
5. For official use only					
6. Marks and numbers; number and kind of package, description of goods:		7. Customs Tariff No.	8. Origin Criterion (See overleaf)	9. Gross weight or other quantity	10. Invoice No. and date
(i) Marks and Nos.	(ii) Description of goods				
11. DECLARATION BY EXPORTER/SUPPLIER  I, the undersigned, declare that the goods described above meet the conditions required for the issue of this certificate, and are originating  in ..... <span style="margin-left: 100px;"><i>(country)</i></span>  Place and date .....		12. CERTIFICATION OF ORIGIN Declaration Certified:  <div style="border: 1px solid black; width: 100px; height: 80px; margin: 10px auto;"></div> (Origin Stamp and Signature)		13. FOR CUSTOMS PURPOSES  Export Document No. ....  Date .....  Customs Office .....  Country ..... .....  Date .....  ..... <span style="text-align: center;"><i>Signature</i></span>  <div style="border: 1px solid black; width: 200px; height: 80px; margin: 10px auto; text-align: center;"><i>Stamp</i></div>	
..... <span style="text-align: center;"><i>Signature</i></span>		Certificate of Customs or Other Designated Authority			



# FORM VERIFICATION OF ORIGIN

## A. REQUEST FOR VERIFICATION

Verification of the authenticity and accuracy of this certificate is requested for the following reasons:

.....  
.....  
.....  
.....  
.....  
.....

(Place and date)

(Signature and Stamp)

## B. RESULT OF VERIFICATION

Verification carried out shows that this certificate was issued by the Customs Office or designated authority indicated and that the information contained therein:


is accurate; or

does not meet the requirements as to the authenticity / accuracy (delete whichever not applicable)

Insert X in the appropriate box

(Place and date)

(Signature and Stamp)

### Instructions for completing the SADC certificate of origin The numbered boxes of the certificate must be completed as follows:

#### Box 1

The exporter must be a natural person ordinarily resident in any of the Member State a person whose place of business or the place of business of which is in that Member State. In addition to the name and address of the exporter, the registration number should be inserted.

#### Box 2

Insert the name and offices address of the consignee in the country of destination.

#### Box 3

Indicates the country code and the certificate reference number.

#### Box 4

Insert particulars of transport from export bill of entry.

#### Box 5

To be completed by the issuing authority inserting one of the following endorsements where necessary:  
(i) "Duplicate" (where application is made for a duplicate SCO)  
(ii) "issued retrospectively" (where the goods have been exported before application is made for a certificate and application is made for the retrospective issue thereof)

#### Box 6

enter item numbers and identifying marks and numbers on the packages in the space on the lefthand side of the box.  
- if the packages are not marked, state "No marks and numbers, or "as addressed"  
- The quantity stated must agree with the quantities on the invoice, for example 100 cartons  
- No space must be left between items

#### NOTE:

1. Except if goods are wholly obtained, only goods subject to the same originating rule or rules specified for any heading number or group of heading numbers must be reflected on each certificate.
2. The goods must be identified by giving a reasonably full commercial description and in order the appropriate tariff heading to be determined.
3. For goods in bulk that are not packed, insert "in bulk"
4. If both originating and non-originating goods are packed together, describe only the originating goods and add at the end "Part contents only"
5. Draw a horizontal line under the only or final item in box 6 and rule through the unused space with a Z-shaped line or otherwise cross it through.

#### Box 7

Insert the tariff heading (six digit code) in respect of each line of goods described in Box 6.

#### Box 8

Insert "P" for goods wholly produced or "S" for goods with imported inputs.

#### Box 9

Insert metric measures.

#### Box 10

Invoices must be serially numbered and the dates and numbers reflected in this box.

#### Box 11

- (a) The initials and surname and designation of the person signing the certificate must be stated below the signature.
- (b) The certificate is signed on behalf of an exporter or supplier, the name of the clearing agent must be stated below the signature.
- (c) The signature must not be mechanically reproduced or made with a rubber stamp.

#### Box 12

This must be filled by Customs or any Designated Authority. The officer of the authority must print his/her initials and surname below his/her signature and date-stamp the certificate in the space provided by imprinting thereon the special stamp issued to him/her for this purpose and has been circulated to the Customs Administration in all Member States.

#### Box 13

Insert the export document number and date and other particulars.

#### NOTE:

1. The officer must print his/her initials and surname below his signature and date stamp the certificate.
2. The SCO shall be rendered invalid -
  - (a) If any entered particulars are incorrect and not in accordance with these rules;
  - (b) If it contains any erasures or words written over one another;
  - (c) If altered, unless any alterations are made by deleting the incorrect particulars, by adding any necessary corrections and such alterations are initialed by the person who completed the certificate and endorsed by the officer who signs the certificate.



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(i) Marks and Nos.	(ii) Description of goods				
11. DECLARATION BY EXPORTER/SUPPLIER  I, the undersigned, declare that the goods described above meet the conditions required for the issue of this certificate, and are originating  in ..... <span style="margin-left: 100px;">(country)</span>  Place and date .....  ..... <span style="margin-left: 100px;">Signature</span>		12. CERTIFICATION OF ORIGIN Declaration Certified:  <div style="border: 1px solid black; width: 100px; height: 80px; margin: 0 auto;"></div> (Origin Stamp and Signature)   Certificate of Customs or Other Designated Authority		13. FOR CUSTOMS PURPOSES  Export Document No. ....  Date .....  Customs Office .....  Country ..... .....  Date .....  ..... <span style="margin-left: 100px;">Signature</span>  <div style="border: 1px solid black; width: 150px; height: 80px; margin: 0 auto; text-align: center;">                     Stamp                 </div>	



**DECLARATION BY THE EXPORTER**

I, the undersigned, exporter of the goods described overleaf,

DECLARE that the goods meet the conditions required for the issue of the attached certificate;

SPECIFY as follows the circumstances which have enabled these goods to meet the above conditions:

.....

.....

.....

.....

10. Invoice No. and date	9. Gross weight or quantity	8. Origin (Country)	7. Customs Tariff No.	6. Marks and number, number and kind of package, description of goods:	
				(i) Marks and No.	(ii) Description of goods

UNDERTAKE to submit, at the request of the appropriate authorities, any supporting evidence which these authorities may require for the purpose of issuing the attached certificate, and undertake, if required, to agree to any inspections of my accounts and to any check on the processes of manufacture of the above goods, carried out by the said authorities;

REQUEST the issue of the attached certificate for these goods.

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(1) For example, import documents, movement certificates, manufacturer's declarations, etc. referring to the products used in manufacture or to the goods re-exported in the same state.



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