



**WOOL & WOOLLENS
EXPORT PROMOTION COUNCIL**
Ministry of Textiles, Govt. of India

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1. Goods Consignment from (Exporter's business, name, address, country)			2. Goods consignment to (Consignee's name, Address, country)		
3. Means of transport and route (as far as known)					
4. For official use			5. Item Number		
6. Marks and number of packages			7. Number and kind of packages, description of goods		
8. Origin criteria			9. Gross weight or other quantity		
10. Number and date of invoices			11. Certification		
1. Pkgs.			12. Declaration by the exporter-		
ITEM, QTY., RATE AND VALUE MENTIONED IN THE COMMERCIAL INVOICE NO. DATED			The undersigned hereby declares that the above details and statements are correct; that all goods are produced in India and that they comply with the origin requirements of exports to xxxxxxx (Importing country)		
CONTRACT NO. DOCUMENTARY CREDIT NUMBER DATED			New Delhi - xx.xx.xxxx - Place and date signature of authorised signatory		
New Delhi - Place and date signature and stamp of authorized signatory.			New Delhi - xx.xx.xxxx - Place and date signature of authorised signatory		

PROCEDURE FOR ISSUE OF CERTIFICATE OF ORIGIN

1. CERTIFICATE OF ORIGIN ON REGULAR BASIS

For obtaining Certificate of Origin on regular basis, exporters are required to furnish a Permanent Indemnity Bond on a stamp paper of Rs.50/- duly attested as per format given below :

“Wool & Woollens Export Promotion Council New Delhi.

Dear Sir,

In consideration of the Wool & Woollens Export Promotion Council, New Delhi and its Regional Offices from time to time, giving or Authenticating Certificate of Origin, legalizing Invoices and other documents in respect of goods for exportation by

(Name and Address of Shippers)

We hereby certify that all particulars contained in Invoices or other documents presented to the Federation by us in our name for their certification or authentication or legalisation shall be true and accurately set forth, and further that we shall at all times, INDEMNIFY and keep indemnified the Federation and its officials against all claims and demands that may at any time be made against them or any of them by reason of issuing or authentication or legalisation of such certificates, invoices and other documents as aforesaid.

Yours faithfully,

(Signature & Rubber Stamp of the Shippers)

Place:

Dated:

Witness: 1. _____
2. _____

2. CERTIFICATE OF ORIGIN ON INDIVIDUAL SHIPMENT BASIS

Exporters wishing to obtain Certificate of Origin on specific/individual shipment basis will be required to submit an Indemnity Bond **on a stamp paper of Rs.10/- duly attested as per format given below :**

“Wool & Woollens Export Promotion Council New Delhi

Dear Sir,

In consideration of your signing the Certificate of Origin, and prices, at our request for the under-mentioned shipment to (place), to the effect that the goods are the produce or manufacture of the Republic of India and that the prices shown against them are correct, we hereby agree to indemnify the Federation against any claim or demand that may at any time be made against the Federation by reason of the Certificate of Origin and prices having been so issued.

Marks No.	Description Of Goods	Name of Steamer	Date of Shipment / Bill of Lading	V A L U E

Yours faithfully,

(Signature & Rubber Stamp of the Shippers)

Place:

Dated:

Witness: 1. _____
2. _____

3. DETAILS OF CHARGES

The schedule of charges (subject to revision without notice) are as under :

Particulars	For Members	For Non-Members
a. Certificate of Origin (8 copies)	Rs.100/-	Rs.200/-
b. Certification of Invoice (8 copies)	Rs.50/-	Rs.100/-
c. Additional copies (up to 8 copies)	Rs.50/-	Rs.100/-
d. Correction charges (per copy)	Rs.10/-	Rs.20/-
e. Certification of any other documents, like packing list etc. (on per document basis)	Rs.10/-	Rs.50/-
f. Proforma for Certificate of Origin (for 50 sheets)	Rs.50/	Rs.50/-

4. DOCUMENTS TO BE SUBMITTED ALONGWITH APPLICATION

- i. A covering letter to WVEPC for issue of Certificate of Origin/Certification of copies of Invoices/Packing List, etc. The letter should also indicate that the information furnished in the relevant documents is true and correct.
- ii. Indemnity Bond.
- iii. 9 copies of the Certificate of Origin duly completed along with one copy of the invoice for WVEPC records having following declaration:

“We hereby declare that the goods mentioned in this invoice are of Indian Origin and manufacture.”

In case copies of invoices are also required to be attested, 9 copies of the same may also be submitted with the above declaration.