

原产地证书申请文件 Application Documents for Certificate of Origin

会员在未申请原产地证书签证之前需递上下列文件，特定的文件则必须每年更新一次便可继续申请签证。

1. Surat permohonan kelulusan CA daripada pemohon
 - Letter certified company products are fall under which Rules of Origin
 - *100% local content
 - *6 digit Transformation Code
 - *25% local content
 2. List of specimen signature for the Certificate of origin with ic copy
 3. Salinan SSM
 4. Salinan Manufacturing License
 5. Surat pengesahan daripada pengilang jika pemohon bukan pengilang
 6. Salinan Invois Bahan Mentah dan Produk
 - i) Bahan mentah tempatan, sila sediakan invois dan surat pengesahan tempasal (confirmation letter – declare raw materials from where, process and supplier)
 - ii) Bahan mentah yang diimport, sila sediakan invois dan borang K1 (Check 6 digit HS Code)
 7. Borang Kos Analisis (Annex I)
 - i) Wholly obtained dan Change in Tariff Classification (CTSH)-Borang Kos Analisis sah sehingga satu tahun
 - ii) Qualifying Value Content (QVC)-
Borang Kos Analisis perlu dihantar setiap kali pengeksportan (penghantaran)
- *** Borang Kos Analisis (CA) setiap kali perlu bagi:
- Local Supplier – Invoice and confirmation letter
 - Import - Invoice and form K1
 - Calculation of local content (at least 25%)
8. Surat Akuan Berkanun (Statutory Declaration – sah sehingga 1 tahun
 9. Carta Alir Process Pengeluaran (Flowchart of production process)
 - Chart of process from raw material to finished product
 - Photo of processing, with colour, and with the staffs working
 10. Photo Products

原产地证书 Certificate of Origin

文件收集齐全过后，商会会发出一封信给会员公司。之后就可以请签证了。

签证则必须准备以下的文件，如文件不齐全，商会有权退回给公司，让公司准备齐全及准确的文件后方盖章签证。

- i. Invoice
- ii. Packing List
- iii. Bill of Lading
- iv. Custom 2 Form
- iv. Certificate of Original form
- v. CA (Cost of Analysis) – If at least QVC 25% Originating materials

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