

EXPORT DOCUMENTATION RATES – 2023

(Please add 20% VAT to these prices)

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obtain **50% Discount** on our
Standard Rates

DOCUMENTATION		Member Rate	Standard Rate
Any Document: UK CofOs, Commercial Invoices, EUR1s, Packing Lists etc			
e-Cert Xpress Applications	Fully Electronic Service	£27.75	£55.50
e-Cert Standard Applications	Apply Electronically	£32.00	£64.00
Postal Applications		£32.00	£64.00
While you Wait Applications (9am – 4pm)		£37.00	£74.00
Extra Charges			
Preparation / Completion of UK CofO	Through Electronic Service	£50.00	£100.00
Extra Copies	Of any document	£8.50	£17.00
Rejection/Re-submission Fee	Electronic Applications	£7.50	£15.00
Alteration Approved Stamps	On any documents	£6.00	£12.00
If Special Delivery Postage Required*		£10.00	£10.00
If Recorded Delivery Postage Required*		£3.00	£3.00
Pre-checking of documents before submission**	On any document	£5.00	£10.00
Cancellation of Submitted document	Electronic Applications	£5.00	£10.00
Legalised Documents			
We can arrange Certification and Legalisation of all documents by any of the Embassies including Arab and Egyptian. These fees, however, must be paid at the time of application before documents sent off to relevant Embassies		Please email export@norfolkchambers.co.uk for a price as Embassy fees can change at any time	
Preparation / Completion of Arab CofO	Through Electronic Service	£50.00	£100.00
Arab Indemnity Letter		£6.00	£6.00
Special Certificates			
Membership Status, Trademark Ownership etc		£70.00	£140.00
Import Certificates			
e-Cert Standard / Postal Applications		£32.00	£64.00

BLANK FORMS (Prices per packs of 10)			
UK Certificates of Origin	Original 3 Part Set	£8.50	£17.00
UK Certificates of Origin	Copies (Yellow)	£9.00	£18.00
EUR1s		£8.50	£17.00
Standard Shipping Notes – Loose or Tipped	4 Part Set	£8.50	£17.00
Dangerous Goods Notes – Sea	4 Part Set	£10.50	£21.00
Dangerous Goods Notes – Air	1 Individual Sheet	£7.50	£15.00
CMRs (Road)	4 Part Set	£7.50	£15.00
Nigerian C16s, Ghanaian C61s, Caricoms	1 Individual Sheet	£10.00	£20.00
* This charge may increase depending on weight and Royal Mail increases			
** The first document submitted by new customers for Pre-checking will be FOC			

PLEASE NOTE THE FOLLOWING

Members – Charges will be placed on account

Non-Members – Payment required in Advance – Invoice will be produced and sent for payment – no documents released until payment has been received into our Bank Account.