

貨物轉口產地來源證申請手續

Application Procedures for Re-export Certificate of Origin

本會提供簽發貨物轉口產地來源證服務，詳情如下：

The Chamber provides the service of issuing re-export certificate of origin, please see details below :

(A) 申請手續 *Application Procedures*

- (1) 填寫本會提供的申請表格。
Fill in the application form obtainable from the Chamber.
- (2) 填寫本會提供的貨物轉口產地來源證書(一式三份)。
Fill in the re-export certificate of origin forms (3 copies: original, copy, triplicate) obtainable From the Chamber.
- (3) 每次申請必須提供貨物原產國供應商簽發之商業發票及運輸文件(提單/空運提單)或由原產地簽發之出口文件(出口許可證，出口清關文件或香港入口載貨清單)。
Each application should be submitted together with the **copy of the corresponding import /export documents** of that particular shipment / transaction (if any) from the supplier of the originating country.
- (4) 遞交香港商業登記證副本一份
Submit a copy of the business registration certificate.
- (5) 遞交本會認為需要之其他有關文件
Submit documents requested by the Chamber.
- (6) 加簽後的文件可於簽發日期後之一個月內免費修改。
Amendment can be made free within 1 month from the date of endorsement.
- (7) 簽發需四小時
Processing Time : 4 hours

**備註: 已離港轉貨物之後補加簽，必須在到達目的地前並不多於離港後 14 日遞交申請文件，本會恕不受理過期文件。

***P.S. For cargo already departed from Hong Kong, customers have to submit the application form before the arrival date of the destination, and within 14 days of departure.

(B) 收費 *Charges*

首套文件收費 HK\$240; 如同時間遞交多於 1 份或以上，其後每套收費 HK\$220。

HK\$240 for the first set of documents, HK\$220 for the subsequent sets if submitted on the same day.

(C) 服務站地址 *Address of Service Centre*

香港上環蘇杭街 99 號嘉發商業中心 8 字樓 B 室
Crawford Tower, 11/F, Flat B, 99 Jervois Street, Sheung Wan, Hong Kong
電話 Tel: 2543 2668 傳真 Fax: 2869 0360

***辦公時間 (Office Hour):

星期一至五：上午 9:30 至下午 1:00，下午 2:00 至下午 5:30，星期六，日及公眾假期休息
(Monday - Friday: 9:30am - 1:00pm, 2:00pm - 5:30pm, Saturday, Sunday and Public Holidays: Closed) ***