

Annex XVIII - How to complete the GSTP Certificate

1. Goods consigned from (Exporter's business name, address, country)			Reference No. GLOBAL SYSTEM OF TRADE PREFERENCES Certificate of Origin (Combined declaration and certificate)		
2. Goods consigned to (Consignee's name, address, country)			Issued in (country) See notes overleaf		
3. Means of transport and route (as far as known)			4. For official use		
5. Tariff Item number	6. Marks and numbers of packages	7. Number and kind of packages	8. Origin criterion (see notes overleaf)	9. Gross weight or other quantity and value (FOB)	10. Number and date of invoices
<p>11. Declaration by the exporter</p> <p>The undersigned hereby declares that the above details and statements are correct; that all the goods were produced in and that they comply with the origin requirements specified for those goods in the Global System of Trade Preferences for goods export to</p> <p>.....</p> <p>Place and date, signature of authorized signatory</p>			<p>12. Certification</p> <p>It is hereby certified, on the basis of control carried out, that the declaration by the exporter is correct.</p> <p>.....</p> <p>Place and date, signature and stamp of certifying authority</p>		

Please note that the above format is a specimen copy only.

How to Complete the GSTP Certificate
(See above specimen GSTP Certificate)

Box 1 Goods Consigned from

Type the name, address and country of the exporter. The name must be the same as the exporter described in the invoice.

Box 2 Goods Consigned to

Type the name, address and country of the importer. The name must be the same as the importer described in the invoice. For third party trade, you may type "To Order".

Box 3 Means of Transport and Route

State in detail the means of transport and route for the products exported. If the L/C terms etc. do not require such details, you may type in "By Air" or "By Sea". If the products are transported through a third country this can be indicated as follows:

e.g. "By Air"
"Singapore to India via Penang"

Box 4 For Official Use

Reserved for TDB's use.

Box 5 Tariff Item Number

Type the 4-digit HS heading of the individual items.

Box 6 Marks and Numbers of Packages

Type the marks and numbers of the packages covered by the Certificate. This information should be identical to the marks and numbers on your packages.

Box 7 Number and Kind of Packages; Description of Goods

Type clearly the description of the products exported. This should be identical to the description of the products contained in the invoice. An accurate description will help the Customs Authority of the country of destination to clear your products quickly.

Box 8 Origin Criterion

The origin criterion must be clearly typed. This must be according to the rules and conditions as stated on the reverse side of the Certificate. Please use the following symbols:

- | | |
|---|------------------------------|
| (a) "A" | For all GSTP donor countries |
| (b) "B" | For manufactured products |
| followed by the % of
non-participant content
e.g. "B" 40% | |
| (c) "C" | For manufactured products |

followed by the % of
participant content
e.g. "C" 65%

exported under the
Cumulative Rules of Origin

Box 9 Gross Weight or Other Quantity

Type the gross weight or other quantity (such as pieces, kg) of the products covered by the Certificate.

Box 10 Number and Date of Invoices

State number and date of the invoice in question. The date of the invoice attached to the Application should not be later than the date of approval on the Certificate.

Box 11 Declaration by the Exporter

The term "Exporter" refers to the shipper who can either be a trader or a manufacturer. Type the name of the producing country and the importing country and the place and date when the declaration is made. This box must be signed by the Company's authorised signatory.

Box 12 Certification

Leave it blank. The TDB will certify in this Box.

