



**Declaration by \*Manufacturer/Producer**

1. I, ..... **[Note BA]** ..... of .....  
*(Insert Name)* ..... *(Insert Name of factory)* .....

hereby declare that the goods which are fully and accurately described below have been \*manufactured/produced in the premises or place in Hong Kong registered with the Trade and Industry Department as Factory Registration No. .... **[Note BB]** ..... situated at ..... **[Note BC]** .....

Weight or Quantity supplied	Description of goods	Brand names or labels
<b>[Note BD]</b>	<b>[Note BE]</b>	<b>[Note BF]</b>

2. Full description and origin of the materials and/or component parts used in the \*manufacture/production of the articles described above are as follows –

Materials/Component Parts	Country of Origin	Materials/Component Parts	Country of Origin
<b>[Note BG]</b>	<b>[Note BH]</b>	<b>[Note BI]</b>	<b>[Note BJ]</b>

3. The work done IN HONG KONG to transform the materials and/or component parts detailed in para. 2 above into the goods described in para. 1 above is as follows –

(A) In the above-mentioned factory : ..... **[Note BK]** .....

(B) By subcontractor in Hong Kong (See Note 1) :

(i) Entire production/principal processes of manufacture approved by Director-General of Trade and Industry as follows : **[Note BL]**

(a) Trade and Industry Department Approval Reference No. : .....

(b) Name, Address and Trade and Industry Department Factory Registration No. of subcontractor : **[Note BM]**

.....

.....

(c) Processes carried out by the above-mentioned subcontractor : **[Note BN]**

.....

(d) Quantity : ..... **[Note BO]** .....

(ii) Subsidiary processes of manufacture to factories approved by Director-General of Trade and Industry under Reference No. **[Note BP]**

(iii) Subsidiary processes of manufacture to the following factories for which prior approval from the Director-General of Trade and Industry has not been obtained (Names and Addresses to be given) : ..... **[Note BQ]**

(C) By outworkers (See Note 1) : ..... **[Note BR]** .....

4. The work done OUTSIDE HONG KONG in connection with the manufacture of the goods described in para. 1 above is as follows (if applicable) :

*Processes Carried Out*

*Country of Operation*

..... **[Note BS]** .....

.....

.....

.....

.....

.....

5. The goods have been wholly produced or have undergone working, processing or assembly in Hong Kong as a result of which the following requirements have been met :

**[Note BT]**

6. The goods are for export by ..... **[Note BU]** ..... of .....  
*(name of exporting firm)* ..... *(address of exporting firm)* .....

\*and have been processed to the order of ..... **[Note BV]** .....

\*Delete wherever inapplicable *(Insert Name of firm)* **[Note BW]**

7. For at least 2 clear working days following the date of this application the goods will be at .....  
*(address where goods may be inspected before shipment)* ..... where they will be available for inspection.

8. I hereby declare that all the particulars set out in paragraphs 1-7 above were supplied by me and that they are true and correct.  
 本人茲宣誓證明本申請書第(一)段至第(七)段開列之全部資料, 均由本人提供, 而該等資料全屬正確無訛。

Authorized Signature : ..... **[Note BX]** .....  
 & Factory Chop

Office Address : ..... **[Note BY]** .....

*(Signatures and English translation of Chinese character signatures should be repeated in block capitals.)*

Date ..... **[Note BZ]** ..... 20 .....

Tel No. : .....

**Note 1.** In case where any process involving the manufacture and production of goods is performed in premises other than those stated at para. 1 above, the declarant must provide full particulars regarding the process at paragraph 3(B), 3(C) and/or 4 as appropriate.

**Note 2.** The penalty for making a false declaration in respect of a Certificate of Origin Form A or for substitution of goods in respect of a Certificate of Origin Form A is \$500,000 and two years' imprisonment.

- [Note AA] — Name and full address of the exporter. P.O. Box No. will not be accepted.
- [Note AB] — Name of person who makes the declaration.
- [Note AC] — Name and telephone no. of the person who can be contacted if there is any query.
- [Note AD] — Departure date.
- [Note AE] — Vessel name and flight no. (if available) should be given. 'By sea' or 'By air' is also acceptable.
- [Note AF] — Port of loading must be 'Hong Kong'.
- [Note AG] — It must be a port or city. Airport is not acceptable.
- [Note AH] — It must be a port or city in the destination country.
- [Note AI] — Shipping mark and description of goods followed by 8 digits HS Code No. of cartons should be shown in both words and figures.
- [Note AJ] — It must be stated clearly.
- [Note AK] — FOB value must be in Hong Kong dollar.
- [Note AL] — 'NIL' if no brand name or label.
- [Note AM] — Grand total of FOB value must be in HK dollar.
- [Note AN] — Country code; destination country must tally with that stated in box 12 on Certificate of Origin Form A.
- [Note AO] — Serial no. and date of submission.
- [Note AP] — Signatory should be the same person making the declaration.
- [Note AQ] — Date, signature and company chop.

- [Note BA] — Authorized officer declared on TRA 22.
- [Note BB] — The factory registration no. and not the business registration no.
- [Note BC] — The registered address of the factory.
- [Note BD] — Must be in words and figures.
- [Note BE] — Description of goods must tally with those stated on exporter's side.
- [Note BF] — 'NIL' if no brand names or label.
- [Note BG] } Materials/parts used should be clearly stated. Composition of the material should be the same as  
[Note BI] } the goods.
- [Note BH] } Country of origin of the materials/parts should be clearly stated.  
[Note BJ] }
- [Note BK] — Only the principal manufacturing processes done by the declared manufacturer.
- [Note BL] — Approval Reference No. for sub-contracting.
- [Note BM] — Name, address and factory registration no. of subcontractor.
- [Note BN] — Processes done by subcontractor.
- [Note BO] — Quantity done by subcontractor.
- [Note BP] — Subsidiary process done by another subcontractor.
- [Note BQ] — Subsidiary process done by another subcontractor.
- [Note BR] — Process done by outworker.
- [Note BS] — Subsidiary process done outside HK.
- [Note BT] — A declaration to the effect that certain requirements are met in the manufacture of goods under application must be given. For details, please refer to relevant Certificate of Preference Circulars.
- [Note BU] — Name and address of the exporting firm.
- [Note BW] — The place where the goods are stored.
- [Note BX] — Signature (the signatory must be the principle official or other authorized person recorded during the factory registration with the Trade and Industry Department) and company chop.
- [Note BY] — Office address registered with the Trade and Industry Department.
- [Note BZ] — Date of signature.
- [Note CA] — The name of subcontractor's factory and principle official or other authorized person recorded during factory registration with the Trade and Industry Department.
- [Note CB] — Authorized signature and company chop.