



TRADE AND INDUSTRY DEPARTMENT
THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION

To : Director-General of Trade and Industry

For Official Use Only

Date of Receipt : _____

Certificate of Origin

Supporting Document(s) for Electronic Submission of Certificate of Hong Kong Origin (CHKO) / Certificate of Hong Kong Origin – CEPA (CO(CEPA)) / Certificate of Hong Kong Origin – New Zealand (CO(NZ)) / Certificate of Hong Kong Origin – Georgia (CO(Georgia)) / Certificate of Hong Kong Origin – Form AHK (CO(Form AHK)) / Certificate of Origin – Processing (COP) Application

Unique Certificate of Origin Reference (UCR) No. :

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Approval No. (if any) :

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Date of submission for electronic message (dd/mm/yyyy): _____

Applicant's Name : _____

Tel. No. : _____

The following document(s) is/are attached for the processing of the subject CHKO/CO(CEPA)/CO(NZ)/CO(Georgia)/CO(Form AHK)/COP application/request:

Part I Application Type - Please tick “✓” as appropriate (Note: Please tick only one box)

<input type="checkbox"/>	Fresh Application
<input type="checkbox"/>	Re-submission
<input type="checkbox"/>	Retrospective Application
<input type="checkbox"/>	Request for Amendment
<input type="checkbox"/>	Request for Cancellation

Part II Supporting Document Code - Please tick “✓” as appropriate to indicate the type of document(s) attached to this form

	Code	Description
<input type="checkbox"/>	202	Explanatory letter for amendment request
<input type="checkbox"/>	205	Explanatory letter for retrospective CO application
<input type="checkbox"/>	207	Explanatory letter (Others)
<input type="checkbox"/>	208	Copy of buyer's order
<input type="checkbox"/>	209	Copy of production order and records
<input type="checkbox"/>	210	Copy of buyer's shipment instructions
<input type="checkbox"/>	211	Copy of relevant documents from overseas customs
<input type="checkbox"/>	212	Copy of Letter of Credit (L/C)
<input type="checkbox"/>	213	Copy of invoice
<input type="checkbox"/>	214	Copy of shipping document : e.g. bill of lading/air waybill
<input type="checkbox"/>	215	Copy of packing list
<input type="checkbox"/>	216	Relevant copy of Certificate of Origin
<input type="checkbox"/>	217	Copy of Export Licence (EL) and/or other trade documents
<input type="checkbox"/>	219	Copy of authorisation letter from registered brand name/trademark holder
<input type="checkbox"/>	220	Copy of authorisation letter from copyright holder
<input type="checkbox"/>	HD3	Others (please specify) (i)..... (ii)..... (iii).....

Authorized Signature and Business Chop :

Name of Signatory (in block letters, see Note 1) : Date :

- Note : (1) If signed by the Exporter, the signatory should be the signatory of the subject CHKO/CO(CEPA)/CO(NZ)/CO(Georgia)/CO(Form AHK)/COP application or the proprietor/partner/director or the responsible person duly authorized by the applicant company. If signed by the Manufacturer, the signatory should be an authorized signatory under Factory Registration.
- (2) This form together with the supporting documents should be submitted to the Factory Registration and Origin Certification Branch of the Department. In normal cases, the attached documents will **not** be returned to the applicant.
- (3) The Department will process the concerned CHKO/CO(CEPA)/CO(NZ)/CO(Georgia)/CO(Form AHK)/COP application/request upon receipt of **all** supporting documents from the applicant and issue a response to the applicant according to normal processing procedures.