

ANNEX IV (MEMBERS & NON-MEMBERS)

**DECLARATION BY SINGAPORE MANUFACTURER FOR THE PURPOSE OF APPLYING  
ORDINARY (NON-PREFERENTIAL) CERTIFICATE OF ORIGIN**

**(FOR 2 CALENDAR YEARS AND TO BE UPDATED WHENEVER THERE ARE CHANGES  
DURING THE 2 YEARS)**

Date of Issuance:

To: The Chief Executive  
Singapore International Chamber and Commerce  
6 Raffles Quay #10-01  
Singapore 048580

Dear Sir

**CONFIRMATION OF ORIGIN OF GOODS**  
**VALID FROM 1 JANUARY 2016 TO 31<sup>ST</sup> DECEMBER 2017**

1. We hereby declare that the product(s) listed below:

Description of Goods	Quantity/Weight

is/are manufactured by us and comply with the relevant origin criterion, **indicated with a tick** as follows:

- wholly obtained (i.e. wholly grown or produced)
- manufactured in Singapore with minimum 25% of local content based on the ex-factory price of the finished product
- attained a change of tariff classification at 6 digit level, i.e. change in tariff sub-heading (CTSH) when compared against imported or foreign/undetermined raw materials used in production
- undergone a chemical reaction (applicable only for products under HS Chapters 27 to 40)

2. Our factory is located at \_\_\_\_\_

We enclose herewith a copy of the \*Certificate of Registration of a Factory issued by the Ministry of Manpower/our Factory Notification (together with MOM's email confirmation on the conversion to the Factory Notification Scheme/Confirmation of Risk Management Declaration).

3. We are aware that this Letter of Declaration is issued for the purpose of obtaining a Certificate of Origin for our products. We declare that the information given above is true and correct.
4. We are aware that under the Regulation of Imports and Exports Regulations, the penalty for making a false declaration is:
  - a) on the first conviction, a fine not exceeding S\$100,000 or 3 times the value of the goods in respect of which the offence was committed, whichever is greater, or imprisonment for a term not exceeding 2 years or both; and
  - b) on the second and subsequent conviction; a fine not exceeding S\$200,000 or 4 times the value of the goods in respect of which the offence was committed, whichever is greater, or imprisonment for a term not exceeding 3 years or both.

Yours sincerely

Signature of Authorised Signatory\*\*

Company's Official Rubber Stamp

Name of Authorised Signatory

Designation of Authorised Signatory

\* To delete whichever is not appropriate

- \*\*1) Incorporated Company: CEO or his deputy or any of the authorised signatories registered with SICC  
2) Unincorporated Company: Sole proprietor or firm's partner or any of the authorised signatories registered with SICC.