

EXPORT DOCUMENTATION RATES – 2024

(Please add 20% VAT to these prices)

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Standard Rates

| DOCUMENTATION | | Member Rate | Standard Rate |
|--|----------------------------|--|---------------|
| Any Document: UK CofOs, Commercial Invoices, EUR1s, Packing Lists etc | | | |
| e-Cert Xpress Applications | Fully Electronic Service | £30.00 | £60.00 |
| e-Cert Standard Applications | Apply Electronically | £34.00 | £68.00 |
| Postal Applications | | £34.00 | £68.00 |
| While you Wait Applications (9am – 4pm) | | £40.00 | £80.00 |
| Extra Charges | | | |
| Preparation / Completion of UK CofO | Through Electronic Service | £54.00 | £108.00 |
| Extra Copies | Of any document | £9.50 | £19.00 |
| Rejection/Re-submission Fee | Electronic Applications | £8.50 | £17.00 |
| Alteration Approved Stamps | On any documents | £6.50 | £13.00 |
| If Special Delivery Postage Required* | | £13.00 | £13.00 |
| If Recorded Delivery Postage Required* | | £6.00 | £6.00 |
| Pre-checking of documents before submission** | On any document | £5.50 | £11.00 |
| Cancellation of Submitted document | Electronic Applications | £5.50 | £11.00 |
| Legalised Documents | | | |
| We can arrange Certification and Legalisation of all documents by any of the Embassies including Arab and Egyptian. These fees, however, must be paid at the time of application before documents sent off to relevant Embassies | | Please email export@norfolkchambers.co.uk for a price as Embassy fees can change at any time | |
| Preparation / Completion of Arab CofO | Through Electronic Service | £54.00 | £108.00 |
| Arab Indemnity Letter | | £6.50 | £6.50 |
| Special Certificates | | | |
| Membership Status, Trademark Ownership etc | | £75.00 | £150.00 |
| Import Certificates | | | |
| e-Cert Standard / Postal Applications | | £34.00 | £68.00 |

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|---|--------------------|--------|--------|
| BLANK FORMS (Prices per packs of 10) | | | |
| EUR1s | | £9.00 | £18.00 |
| Standard Shipping Notes – Loose or Tipped | 4 Part Set | £9.00 | £18.00 |
| Dangerous Goods Notes – Sea | 4 Part Set | £11.50 | £23.00 |
| Dangerous Goods Notes – Air | 1 Individual Sheet | £8.50 | £17.00 |
| CMRs (Road) | 4 Part Set | £8.50 | £17.00 |
| Nigerian C16s, Ghanaian C61s, Caricoms | 1 Individual Sheet | £10.50 | £21.00 |
| * This charge may increase depending on weight and Royal Mail increases | | | |
| ** The first 2 document submitted by new customers for Pre-checking will be FOC | | | |

PLEASE NOTE THE FOLLOWING

Members – Charges will be placed on account

Non-Members – Payment required in Advance – Invoice will be produced and sent for payment – no documents released until payment has been received into our Bank Account.