

CANADA CUSTOMS REQUIREMENTS
North American Free Trade Agreement (NAFTA) Certificate of Origin

What is a NAFTA Certificate of Origin?

A NAFTA Certificate of Origin is a document that shows where the goods are made. This is required if your goods have been qualified as NAFTA eligible, i.e. goods either produced or wholly manufactured in a member country - Canada, USA and Mexico. This certificate will determine whether the goods are entitled for reduced or eliminated duty as specified in the NAFTA.

It is very important that accurate information is provided on the NAFTA Certificate of Origin as invalid certificates will mean denied NAFTA duty free status and duties will be applied retroactively.

Please be advised that all charges at the border as a result of improper Customs documentation are the responsibility of the vendor and a non-compliance charge will be assessed.

Who completes the certificate?

This document must be completed legibly (print or type) by the party with substantial knowledge as to the origin of the goods including where components and products are manufactured. Vendors, exporters, producers or manufacturers are responsible for determining qualification under NAFTA and completing an accurate certificate.

When to provide the certificate?

Per our Vendor Compliance Guide, vendors are to submit this certificate along with other shipping documents when booking an appointment with The Shopping Channel (TSC). This must be in the possession of TSC at the time the goods cross the border.

Low Value Shipments valued at less than CAD\$1600, the formal certificate of origin is not required. Customs will accept a Statement of Origin which may be hand written, typed or otherwise indicated on the paperwork. For NAFTA purposes, wording of the statements of origin was negotiated as set out on the following page.

NAFTA – Statement of Origin for Low Value Shipments

NAFTA – Statement of Origin for Commercial Importations of Less Than
CAN\$1,600

I certify that the goods referenced in this invoice/sales contract originate under the rules of origin specified for these goods in the North American Free Trade Agreement (NAFTA), and that further production or any other operation outside the territories of the Parties has not occurred subsequent to production in the territories.

NAME: _____
TITLE: _____
COMPANY: _____
STATUS: Exporter ___ Producer ___ of the certified goods
TELEPHONE: _____ FAX: _____

COUNTRY OF ORIGIN: _____

For purposes of determining the applicable preferential rate of duty as set out in Annex 302.2, in accordance with the marking rules or in each Party's schedule of tariff elimination.

SIGNATURE: _____ DATE: _____

High Value Shipments valued over CAD\$1600, the NAFTA Certificate of Origin must be filled out. Either you provide a certificate per shipment, or a blanket NAFTA certificate to cover multiple shipments for a specified period up to one year (blanket period).

For your convenience, a blank NAFTA Certificate with a step-by-step guide on how to fill it out is provided on the pages that follow. For a fill able form, click [here](#).

**NORTH AMERICAN FREE TRADE AGREEMENT
CERTIFICATE OF ORIGIN**
(Instructions Attached)

Please print or type

1 Exporters's Name and Address: 		2 Blanket Period: DD-MM-YY From DD-MM-YY To			
Tax Identification Number: ►					
3 Producer's Name and Address 		4 Importer's Name and Address: 			
Tax Identification Number: ►		Tax Identification Number: ►			
5 Description of Good(s) 	6 HS Tariff Classification Number	7 Preference Criterion	8 Producer	9 Net Cost	10 Country of Origin
11 I certify that: - the information on this document is true and accurate and I assume the responsibility for proving such representations. I understand that I am liable for any false statement or material omissions made on or in connection with this document; - I agree to maintain, and present upon request, documentation necessary to support this Certificate, and to inform, in writing, all persons to whom the Certificate was given of any changes that would affect the accuracy or validity of this Certificate; - the goods originated in the territory of one or more of the Parties, and comply with the origin requirements specified for those goods in the North American Free Trade Agreement, and unless specifically exempted in Article 411 or Annex 401, there has been no further production or any other operation outside the territories of the Parties; and - this Certificate consists of pages, including all attachments.					
Authorized Signature:			Company:		
Name:			Title:		
Date (dd-mm-yy)	Telephone:			Fax:	

How to fill out the NAFTA Certificate of Origin

Make sure you have the following information beforehand:

- Exporter's/ Producer's Legal Tax Identification Number – for US, your employer's identification number or Social Security Number; for Mexico, your federal taxpayer's registry number
- HS tariff classification number of the goods – at least up to the first six digits

Field No.

1. Exporter's Name and Address

Full legal name, address including country, and legal tax ID number of exporter (as described above)

2. Blanket Period

If the certificate covers multiple shipments, indicate the blanket period up to one year. "From" is the date when certificate becomes applicable. "To" is the date the certificate expires. Goods coming in outside the blanket period specified will not be eligible to claim NAFTA tariff treatment.

This field may be left blank when shipping for one time only.

3. Producer's Name and Address

Full legal name, address and legal tax ID number of the company who made/ manufactured the product.

If the producer and the exporter are the same, indicate "Same".

If information is confidential, indicate "Available upon Customs request."

It is also acceptable to state "Unknown"

4. Importer's Name and Address

Indicate: The Shopping Channel, 59 Ambassador Drive,
Mississauga, On Canada L5T 2P9

TIN – 895525954

5. Description of Good(s)

Provide TSC Item# and complete description of the goods as shown on the commercial invoice.

6. HS tariff Classification Number

For each item on Field 5, indicate the HS tariff classification code up to six digits.

7. Preference Criterion

Indicate A, B or C:

“A” – wholly obtained (grown) or produced entirely in a NAFTA territory and contains no foreign material (e.g. minerals, live plants, vegetables, live animals)

“B” – produced entirely in a NAFTA territory and satisfies the specific rule of origin ([NAFTA Annex 401](#)) that applies to its tariff classification – change in tariff classification, Regional Value Content (RVC) requirement or a combination of both.

“C” – produced entirely in a NAFTA territory using only originating materials. In this case some of the materials qualify as originating due to that they have undergone a change in tariff and/or RVC.

Criteria D, E and F are rarely used or used in very specific cases only. Details for this criterion are found at the back of the NAFTA Certificate.

8. Producer

Indicate Yes, No1, No2, or No3:

Yes – if you are the producer/ manufacturer of the goods

No1 – you are not the producer but you have knowledge whether the goods are originating from a NAFTA territory

No2 – you are not the producer but you have the producer’s written proof that the goods are originating from a NAFTA territory

No3 – you are not the producer but you have with you a completed and signed Certificate for the goods, supplied by the producer

9. Net Cost

Indicate “NC” – if Regional Value Content is calculated using the Net Cost Method; otherwise indicate “NO”. Do not indicate a dollar value.

10. Country of Origin

Identify the country of origin – MX, US or CA.

Indicate “JNT” for joint production.

11. Declaration/ Certification

The certificate must be signed and dated. The person signing this certificate must have signing authority for your Company and/or extensive knowledge of the manufacturing procedures of the goods.

Once the NAFTA Certificate is completed, make sure to send it to TSC before the goods cross the border.

An article about NAFTA basics is included at the end of this document. It is a good read on how to avoid common NAFTA certificate errors.

If you have any questions in filling out the NAFTA Certificate, please contact:

Erika Serino, CCS
The Shopping Channel
Phone: 905-364-5484
Email: erika.serino@tsc.rogers.com

References: <http://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b232-eng.pdf>
<http://www.livingstonintl.com/resource/nafta-basics-five-common-errors-on-a-certificate-of-origin/>

NAFTA basics:

Five common errors on a certificate of origin

The dos and don'ts of NAFTA certificates

Making a mistake on a North America Free Trade Agreement (NAFTA) Certificate of Origin could mean severe penalties and retroactive duty applied to your shipment. Still there are five common errors that importer/exporters make all the time – and that you definitely want to avoid:

- 1 Failing to qualify your goods**
DON'T – complete a certificate without having properly qualified the goods under NAFTA rules.
DO – look up the specific rule of origin that applies to your goods and properly qualify them on the Certificate of Origin.
- 2 Incorrectly choosing preference criteria**
DON'T – misinterpret “preference criteria” descriptions such as the use of criteria “A” when it is not applicable.
DO – ensure that you are using the correct preference criteria descriptions for your goods by asking an expert, such as a customs broker, if necessary.
- 3 Directing Customs to contact the wrong person in case of error**
DON'T – include the signature and title of an employee on the certificate who has no knowledge of NAFTA qualifications/eligibility.
DO – include the information of an employee or agent who has the required knowledge of NAFTA so that if he/she is contacted with questions he/she can answer effectively.

- 4 Providing an inadequate product description**
DON'T – include an insufficient product description.
DO – include a description that allows customs officers to determine the nature or use of the product, codes, or brand names.
- 5 Filling out Field 9 improperly**
DON'T – indicate a dollar value on Field 9 of the form.
DO – indicate an “NC” to specify that they did not meet the preference criteria and were required to calculate the net cost based on “regional value content”, or “NO” to specify that they did meet the preference criteria and did not have to calculate net cost.

Learn the top five errors that exporters make when filling out a NAFTA Certificate of Origin and how to avoid them.

Contact your Livingston account executive
e-mail us at solutions@livingstonintl.com
or give us a call at **1-800-837-1063**
Visit www.livingstonintl.com