

CONNECT. INFLUENCE. SUPPORT.



## TRADE DOCUMENTS

Price list January 2022

## MOVEMENT CERTIFICATE EUR I

EUR I forms give preferential import entry (usually a zero duty rate) for qualifying goods when shipped to countries that have signed a trade agreement with United Kingdom.

Blank forms available F.O.C.

		price	+ vat	= total
Movement Certificate EUR I	Member	£20.75	£4.15	<b>£24.90</b>
Movement Certificate EUR I	Non-Member	£41.50	£8.30	<b>£49.80</b>

## UK CERTIFICATION SERVICE *electronic certificates are available online: [londonchamber.co.uk/cofo](http://londonchamber.co.uk/cofo)*

UK Certificates of Origin are normally required for all countries except Arab League States. The fee for Blank Certificates of Origin includes the certification charge. Certification is a 'while you wait' service. Posted documents are returned by post usually the same day. All cheques should be made payable to London Chamber of Commerce and Industry (LCCI).

### Processing Fees

		price	+ vat	= total
Blank Certificate of Origin	Member	£23.75	£4.75	<b>£28.50</b>
Blank Certificate of Origin	Non-Member	£47.50	£9.50	<b>£57.00</b>
Export Invoice	Member	£23.75	£4.75	<b>£28.50</b>
Export Invoice	Non-Member	£47.50	£9.50	<b>£57.00</b>
Other Documents	Member	£23.75	£4.75	<b>£28.50</b>
Other Documents	Non-Member	£47.50	£9.50	<b>£57.00</b>
Certified Copies	Member	£5.50	£1.10	<b>£6.60</b>
Certified Copies	Non-Member	£11.00	£2.20	<b>£13.20</b>
International Import Certificate		£45.00	£9.00	<b>£54.00</b>
Special Certificates	Member	£116.50	£23.30	<b>£139.80</b>
Copy Special Certificate	Member	£58.25	£11.65	<b>£69.90</b>
Special Certificates	Non-Member	£233.00	£46.60	<b>£279.60</b>
Copy Special Certificate	Non-Member	£116.50	£23.30	<b>£139.80</b>
Alteration Approved		£12.50	£2.50	<b>£15.00</b>
Blank Copy Certificate of Origin		£1.05	£0.21	<b>£1.26</b>
Online Chamber Printed Service (Additional Fee)		£4.00	£0.80	<b>£4.80</b>
Express Fee For Online And 'Walk-In' Applications (Per Set)		£12.50	£2.50	<b>£15.00</b>
Rejection Fee (1st Rejection is free)		£5.75	£1.15	<b>£6.90</b>

## LEGALISATION SERVICE - (this service covers Embassies/Foreign Office/Notary)

### Embassy legalisation/Notarisation

		price	+ vat	= total
Embassy Handling Fee	Member	£27.00	£5.40	<b>£32.40</b>
Embassy Handling Fee	Non-Member	£54.00	£10.80	<b>£64.80</b>
Other Chambers Handling Fee		£15.25	£3.05	<b>£18.30</b>
Handling Fee Copies		£7.75	£1.55	<b>£9.30</b>

### Notarisation

Original Documents		£61.50	£12.30	<b>£73.80</b>
Copies		£61.50	£12.30	<b>£73.80</b>

### Foreign Office (Includes Non - Vatable FCO Fee)

Standard		£55.00	£5.00	<b>£60.00</b>
Premier		£100.00	£5.00	<b>£105.00</b>

## CARNET SECURITY SCHEME *quick quotes are available online: [londonchamber.co.uk/lccicarnet/quote.aspx](http://londonchamber.co.uk/lccicarnet/quote.aspx)*

This is an in-house, 'while you wait' Carnet Security Scheme. The Security fee is based on the value and type of goods as well as the full itinerary.

## ATA CARNETS - 'PASSPORT FOR GOODS' *electronic carnets are available online: [londonchamber.co.uk/ecarnet](http://londonchamber.co.uk/ecarnet)*

24 hour service.		price	+ vat	= total
ATA Carnet	Member	£185.00	£37.00	£222.00
ATA Carnet	Non-Member	£310.00	£62.00	£372.00
TAIWAN Carnet	Member	£185.00	£37.00	£222.00
TAIWAN Carnet	Non-Member	£310.00	£62.00	£372.00
Express One Hour Service (Additional Charge)		£185.00	£37.00	£222.00

## ARAB-BRITISH DOCUMENTS *electronic certificates are available online: [londonchamber.co.uk/cofo](http://londonchamber.co.uk/cofo)*

Arab-British Chamber of Commerce Certificates are normally required for Arab League States i.e. Algeria, Bahrain, Djibouti, Iraq, Jordan, Kuwait, Lebanon, Libya, Mauritania, Morocco, Oman, Qatar, Saudi Arabia, Somali Democratic Republic, Sudan, Syrian Arab Republic, Tunisia, United Arab Emirates and Yemen Arab Republic.

Blank forms		price	+ vat	= total
Blank Original Arab-British Certificates of Origin		£1.50	£0.30	£1.80
Blank Copy Arab-British Certificates of Origin		£0.80	£0.16	£0.96

### Certification and legalisation

*Certified and then legalised by the relevant Arab Embassy if required. Please note that the fees below do not show the various Embassy fees. Please telephone for a quotation.*

		price	+ vat	= total
Original Arab Certificate of Origin		£44.65	£8.93	£53.58
Copy Arab Certificate of Origin		£7.75	£1.55	£9.30
Original Export Invoice		£44.65	£8.93	£53.58
Copy Export Invoice		£7.75	£1.55	£9.30
Original Other Document		£44.65	£8.93	£53.58
Copy Other Document		£7.75	£1.55	£9.30
Letter of Indemnity	Member	£27.00	£5.40	£32.40
Letter of Indemnity	Non-Member	£48.00	£9.60	£57.60
<i>(Letters of Indemnity are required when an exporter cannot produce evidence of foreign origin)</i>				
Express Service for Non Legalisation Documents		£38.00	£7.60	£45.60
ABCC Alteration Fee		£12.50	£2.50	£15.00

## EGYPTIAN DOCUMENTS

*Certification only (Certified by the Egyptian British Chamber of Commerce only, using the UK Certificate of Origin when applicable)*

		price	+ vat	= total
Original Certificate of Origin		£71.00	£14.20	£85.20
Copy Certificate of Origin		£71.00	£14.20	£85.20
Export Invoice	Member	£94.75	£18.95	£113.70
Export Invoice	Non-Member	£118.50	£23.70	£142.20
Other Documents	Member	£94.75	£18.95	£113.70
Other Documents	Non-Member	£118.50	£23.70	£142.20
EBCC Alteration Fee		£12.25	£2.45	£14.70

*Certification and legalisation (Certified by the Egyptian British Chamber of Commerce and then legalised by the Egyptian Embassy)*

		price	+ vat	= total
Original Certificate of Origin		£184.00	£14.20	£198.20
Copy Certificate of Origin		£184.00	£14.20	£198.20
Export Invoice	Member	£207.75	£18.95	£226.70
Export Invoice	Non-Member	£231.50	£23.70	£255.20
Copy Export Invoice		£184.00	£14.20	£198.20
Other Documents	Member	£207.75	£18.95	£226.70
Other Documents	Non-Member	£231.50	£23.70	£255.20
Copy Other Document		£184.00	£14.20	£198.20

## CUSTOMS DECLARATION SERVICE

Any UK business involved with importing or exporting goods must declare their shipments to HMRC. This is done in the form of a customs declaration. Our Customs Declaration team has a wealth of experience in a wide range of sectors and transport modes. We can ensure that customs clearance is accurate, timely and avoids additional costs through delays or errors. Please contact the team by email [CustomsDeclarations@londonchamber.co.uk](mailto:CustomsDeclarations@londonchamber.co.uk) or by calling **+44 (0)20 7203 1964**.

## TRADE DOCUMENT ISSUING OFFICES

### London Chamber of Commerce and Industry (LCCI)

#### Head Office

33 Queen Street  
London EC4R 1AP  
T: +44 (0)20 7248 4444  
E: [edocuments@londonchamber.co.uk](mailto:edocuments@londonchamber.co.uk)  
W: [londonchamber.co.uk](http://londonchamber.co.uk)

#### Hours of business

Monday - Friday (no lunchtime closing)  
10.00am - 4.00pm

### ATA Carnet Service and Carnet Security Scheme

T: +44 (0)20 7203 1844/1852/1846/1847  
F: +44 (0)20 7203 1921/1891

### Barking

Branch Office  
12 Town Quay Wharf  
Abbey Road  
Barking  
IG11 7BZ  
T: +44 (0)20 7556 2397

#### Hours of business

Monday - Thursday  
10.00am - 12.30pm  
1.30pm - 4.00pm

### UK Certification and Arab Documentation Service

T: +44 (0)20 7203 1858/1851/1850/1886

### Hounslow Branch

Branch Office  
Unit 20, Bellview Court  
183 Hanworth Road  
Hounslow, Middlesex  
TW3 3TQ  
T: +44 (0)20 7556 2396  
F: +44 (0)20 8814 1563

#### Hours of business

Monday - Friday  
10.00am - 12.30pm  
1.30pm - 4.30pm

PLEASE NOTE THAT CERTAIN PRICES ARE SUBJECT TO CHANGE THROUGHOUT THE YEAR. PLEASE REFER TO THE LONDON CHAMBER OF COMMERCE WEBSITE FOR UP TO DATE PRICES.

## BECOME A LCCI MEMBER

LCCI membership provides your business with access to support services to help you grow internationally and cut costs. You can benefit from discounted international trade training courses, receive up to 50% discounts on many trade documents and gain valuable advice on exporting and importing. Plus, you can benefit from discounted alternative dispute resolution services from London Chamber of Arbitration and Mediation.