



## EXPORT DOCUMENTS

Price list January 2020

## MOVEMENT CERTIFICATE EUR I

EUR I forms give preferential import entry (usually a zero duty rate) for EU-made goods when shipped to certain markets including Albania, Algeria, Bosnia and Herzegovina, Ceuta and Melilla, Chile, Egypt, Iceland, Israel, Jordan, Lebanon, Macedonia, Mexico, Montenegro, Morocco, Norway, Serbia, South Africa, Switzerland, Syria, Tunisia and West bank / Gaza Strip.

Blank forms available F.O.C.

		price	+ vat	= total
Movement Certificate EUR I	Member	£19.50	£3.90	<b>£23.40</b>
Movement Certificate EUR I	Non-Member	£39.00	£7.80	<b>£46.80</b>
Movement Certificate ATR	Member	£19.50	£3.90	<b>£23.40</b>
Movement Certificate ATR	Non-Member	£39.00	£7.80	<b>£46.80</b>

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

European 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	£22.50	£4.50	<b>£27.00</b>
Blank Certificate of Origin	Non-Member	£45.00	£9.00	<b>£54.00</b>
Export Invoice	Member	£22.50	£4.50	<b>£27.00</b>
Export Invoice	Non-Member	£45.00	£9.00	<b>£54.00</b>
Other Documents	Member	£22.50	£4.50	<b>£27.00</b>
Other Documents	Non-Member	£45.00	£9.00	<b>£54.00</b>
Certified Copies	Member	£5.00	£1.00	<b>£6.00</b>
Certified Copies	Non-Member	£10.00	£2.00	<b>£12.00</b>
International Import Certificate		£42.50	£8.50	<b>£51.00</b>
Special Certificates	Member	£110.00	£22.00	<b>£132.00</b>
Copy Special Certificate	Member	£55.00	£11.00	<b>£66.00</b>
Special Certificates	Non-Member	£220.00	£44.00	<b>£264.00</b>
Copy Special Certificate	Non-Member	£110.00	£22.00	<b>£132.00</b>
Alteration Approved		£11.50	£2.30	<b>£13.80</b>
Blank Copy Certificate of Origin		£0.90	£0.18	<b>£1.08</b>
Online Chamber Printed Service (Additional Fee)		£3.50	£0.70	<b>£4.20</b>
Express Fee For Online And 'Walk-In' Applications (Per Set)		£11.50	£2.30	<b>£13.80</b>
Rejection Fee (1st Rejection is free)		£5.25	£1.05	<b>£6.30</b>

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

### Embassy legalisation/Notarisation

		price	+ vat	= total
Embassy Handling Fee	Member	£25.00	£5.00	<b>£30.00</b>
Embassy Handling Fee	Non-Member	£50.00	£10.00	<b>£60.00</b>
Other Chambers Handling Fee		£13.75	£2.75	<b>£16.50</b>
Handling Fee Copies		£7.25	£1.45	<b>£8.70</b>

### Notarisation

Original Documents	£60.00	£12.00	<b>£72.00</b>
Copies	£60.00	£12.00	<b>£72.00</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	£176.00	£35.20	£211.20
ATA Carnet	Non-Member	£293.00	£58.60	£351.60
TAIWAN Carnet	Member	£176.00	£35.20	£211.20
TAIWAN Carnet	Non-Member	£293.00	£58.60	£351.60
Express One Hour Service (Additional Charge)		£176.00	£35.20	£211.20

## 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		£43.50	£8.70	£52.20
Copy Arab Certificate of Origin		£7.25	£1.45	£8.70
Original Export Invoice		£43.50	£8.70	£52.20
Copy Export Invoice		£7.25	£1.45	£8.70
Original Other Document		£43.50	£8.70	£52.20
Copy Other Document		£7.25	£1.45	£8.70
Letter of Indemnity	Member	£25.00	£5.00	£30.00
Letter of Indemnity	Non-Member	£44.00	£8.80	£52.80
<i>(Letters of Indemnity are required when an exporter cannot produce evidence of foreign origin)</i>				
Express Service for Non Legalisation Documents		£36.50	£7.30	£43.80
ABCC Alteration Fee		£11.50	£2.30	£13.80

## EGYPTIAN DOCUMENTS

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

		price	+ vat	= total
Original Certificate of Origin		£63.50	£12.70	£76.20
Copy Certificate of Origin		£63.50	£12.70	£76.20
Export Invoice	Member	£86.00	£17.20	£103.20
Export Invoice	Non-Member	£108.50	£21.70	£130.20
Other Documents	Member	£86.00	£17.20	£103.20
Other Documents	Non-Member	£108.50	£21.70	£130.20
EBCC Alteration Fee		£11.50	£2.30	£13.80

*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		£107.50	£12.70	£120.20
Copy Certificate of Origin		£107.50	£12.70	£120.20
Export Invoice	Member	£130.00	£17.20	£147.20
Export Invoice	Non-Member	£152.50	£21.70	£174.20
Copy Export Invoice		£107.50	£12.70	£120.20
Other Documents	Member	£130.00	£17.20	£147.20
Other Documents	Non-Member	£152.50	£21.70	£174.20
Copy Other Document		£107.50	£12.70	£120.20



# EXPORT DOCUMENT ISSUING OFFICES

## London Chamber of Commerce and Industry (LCCI)

### Head Office

33 Queen Street  
London EC4R 1AP  
T: +44 (0)20 7248 4444  
F: +44 (0)20 7489 0391  
W: [londonchamber.co.uk](http://londonchamber.co.uk)

## Barking

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

## 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

9.00am - 5.00pm  
Monday - Friday (no lunchtime closing)

### Hours of business

9.00am - 12.30pm  
1.30pm - 4.00pm

### Hours of business

9.30am - 12.30pm  
1.30pm - 5.00pm

Export Document office closes at  
4.30pm on the last Friday of every month

## ATA Carnet Service and Carnet Security Scheme

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

## European Certification and Arab Documentation Service

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

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

## INTERNATIONAL BUSINESS TEAM

The International Business team at London Chamber of Commerce and Industry (LCCI) runs a comprehensive programme of international business events, training courses and missions. The programme is designed to help companies open up new markets for their products and services, whether they are already trading internationally or planning to do so.

## INTERNATIONAL TRADE EVENTS – the programme includes country-specific events, seminars and receptions.

The events provide key information on economic indicators, business opportunities and market entry strategies, presented by expert speakers from government and the private sector. UK businesses with global ambitions can use International Business events as a platform for their first steps in achieving international success.

## INTERNATIONAL TRADE TRAINING COURSES – we run a series of training courses to equip companies with the information needed to make international trade as easy and straightforward as possible. The annual training course schedule includes Custom Procedures and Documents, Incoterms, Export Documents and Letters of Credit.

## TRADE MISSIONS – trade missions are group visits to emerging and high growth markets worldwide. They offer new and existing exporters opportunities to visit countries to conduct market research for their products or services, locate and appoint an agent or distributor, make new contacts or visit existing clients. The schedule changes every year and covers all areas of business and all corners of the globe.

## FIND OUT MORE

W: [londonchamber.co.uk/export](http://londonchamber.co.uk/export)  
T: +44 (0)20 7203 1840  
E: [internationalbusiness@londonchamber.co.uk](mailto:internationalbusiness@londonchamber.co.uk)

Members of the London Chamber of Commerce and Industry receive up to **50% discount on many export documents**. If you wish to know more about membership options contact our Commercial Team on +44 (0)20 7203 1960, E: [membersales@londonchamber.co.uk](mailto:membersales@londonchamber.co.uk) or visit W: [londonchamber.co.uk/membership/reasons-to-join/](http://londonchamber.co.uk/membership/reasons-to-join/)