

How to cancel a certificate of origin?

For cancellation of certificates, the exporter must surrender any certificate of origin previously issued by customs through a written application for cancellation with reasons to the CVO unit.

In cases of retrospective issue or duplicate certificate of origin, the exporter must send an application in writing and state the reason for such request including any evidence of any international correspondence to support the application. Exporter can apply for a duplicate certificate in the event of theft, loss or destruction of a certificate.

Upon completion of the certificate of origin, the exporter or its authorized representative is required to submit the export declaration, together with the certificate of origin and other supporting documents to Customs.

Seychelles Revenue Commission Information Brochure Application for Certificate of Origin

For more information

This brochure is not intended as an exhaustive explanation of the law. If you require detailed information about your tax obligations you should visit the SRC or write to us.

Visit:

Seychelles Revenue Commission
3rd Floor
Maison Collet
Victoria, Mahé

Write to:

PO Box 50
Victoria, Mahé

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**Application for Certificate
of Origin**



**An explanation about Application
for Certificate of Origin**

What is a Certificate of origin?

A Certificate of Origin is used by Customs to establish the origin of goods imported into the country. It determines whether the imported goods fulfill the requirements to be considered as originating from a particular country for the importer to benefit from preferential tariff treatment (lower or no Customs duties). A Certificate of Origin is issued by the exporting countries and is attached to each consignment of qualifying goods, as a proof of origin.

Who is responsible for issuing Certificates of origin in Seychelles?

The Seychelles Revenue Commission is the sole authority notified and recognised by our International partners as the legal entity to issue certificates of origin to benefit from preferential tariff arrangements. The certificate of origin is endorsed by authorised signatures from the Seychelles Revenue Commission and its official stamp.

Which Customs offices are authorised to issue certificate of origin ?

The following Customs offices are the only offices authorized to endorse certificates of origin:

- CVO (classification, Valuation and Rules of origin) Unit , Customs House Building
- SRC Maison Collet
- Airport Cargo Unit
- Airport Passenger Terminal
- Airport Export Unit
- Seaport export Unit
- SRC office Praslin

Customs reserves the right to request for additional Information prior to endorsement of the certificates. A processing fee of SR100 will be applicable irrelevant of whether the certificate has been endorsed or not.

What is the process for an exporter to obtain a Certificate of origin?

All exporters should fill out a onetime registration form which can be obtained at the Authorised SRC offices. It is the responsibility of exporters to be adequately informed of the specific rules of origin under each respective trade regime . It is the obligation of the exporters to inform CVO-Customs office of any changes to its destination market or exported goods. The register of exporter shall be updated accordingly.

How exporters can obtain a certificate of origin from Customs?

Exporters who wish to trade under a preferential trade regime must complete the registration form accompanied by the following documents:

- the originating status of the products for export
- the destination of the exports
- other specific requirements of the respective Protocols.

The form and supporting documents must be submitted to the CVO Office at Customs (New Port) one month before exporting under the relevant preferential trade agreement. If the exporter meets the given criteria, the Assistant Commissioner of Customs shall provide a letter of approval.

How will exporters obtain the certificate of origin?

After receiving the letter of approval, exporters can obtain

blank certificates of origin from designated Customs offices. The exporters shall acknowledge receipt of certificate of origin in the appropriate ledger. It is the obligation of the exporter to ensure that the products for which he/she is seeking a certificate of origin have been approved, as per his/her letter of approval.

How to complete a certificate of origin?

The registered exporter should do the following:

- The certificate of origin can be completed by the exporter or the authorised agent who has the information of the status of the originated goods to be exported.
- The certificate of origin has to be completed for each shipment based on the letter of approval.
- Quote the registration in the in the appropriate box on the certificate (if applicable).
- If the certificates are hand-written, they must be completed in ink.
- The description of the products must be given in the box reserved for this purpose without leaving any blank lines.
- Erasure or super-imposition are not allowed on the certificate. In case where is any alteration to be made the erroneous entries should be struck out. The correct information should be inserted and any alterations made must be initialled by the person making the alteration and endorsed by an authorised Customs officers.
- Any unused space on the certificate must be crossed out in a manner as to prevent any subsequent additions.