

Form CO 4 – Exporter Information Form



**AUSTRALIAN CHAMBER OF  
COMMERCE AND INDUSTRY**

Level 3, Commerce House  
24 Brisbane Avenue  
BARTON A.C.T  
AUSTRALIA 2600  
A.B.N 85 008 391 795  
Tel Intl.: (61) (2) 6270 8000  
Local: (02) 6270 8000  
Email: [info@accci.asn.au](mailto:info@accci.asn.au)  
Website: [www.accci.asn.au](http://www.accci.asn.au)



**Canberra  
Business  
Chamber**

**CANBERRA BUSINESS CHAMBER**

ATTENTION: Trade Officer  
216 Northbourne Ave  
Braddon ACT 2612  
AUSTRALIA  
P: 02 6247 4199  
E: [trade@canberrabusiness.com](mailto:trade@canberrabusiness.com)

**Business Name:** \_\_\_\_\_ (1)

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Facsimile:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_

**Description of Business:** \_\_\_\_\_

Please state your relationship with the exporter

Freight Forwarder     Other Agent     Exporter

Is a company incorporated/business registered <sup>(2)</sup> in \_\_\_\_\_ <sup>(3)</sup>

Australian Company Number: \_\_\_\_\_ <sup>(4)</sup>

Australian Business Number: \_\_\_\_\_ <sup>(4)</sup>

and carries on its export operations from the address above. A copy of our Certificate of Incorporation or Certificate of Registration of Business name is attached.

The company requires documentary evidence of origin for its products when exporting to particular countries and intends to obtain that evidence from the above mentioned chamber of commerce.

To assist the Chamber to ensure the integrity of documentary evidence or origin issued the company provides the attached list (Attachment 1) of names and signatures of people whom it has authorised to sign documentary evidence or origin on its behalf.

That exporter agrees that it will ensure that the Chamber is advised:

- Of the name and signatures of any additional authorised by the company to sign applications for documentary evidence of origin.
- Of the withdrawal from any person of the authority to sign such applications and
- Of the change of address of any production facility, by sending to it a revised copy of Appendix A hereto.

Furthermore, the company agrees to provide the Chamber with any documents or information which it may request to enable it to be satisfied that the goods for which a documentary evidence of origin is sought do originate from the country certified, as determined by the rules of origin of the destination country.

Signed at \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_ 2 \_\_\_\_\_

by \_\_\_\_\_, Representative of the above-mentioned company.

Signature: \_\_\_\_\_

## Form CO 4 – Exporter Information Form

- (1) Insert the name of the exporter
- (2) Delete whichever is inapplicable
- (3) Insert the state of incorporation and attach a copy of the certificate of incorporation
- (4) Insert the Australian Company Number and/or Australian Business Number

### Attachments:

1. **Company Authorised Signatory List**
2. **Copy of Certificate of Incorporation or Registration of Business Name**

*Please register the business as an exporter for the following certification*

Certificate of Origin     KAFTA                       JAEPA     ChAFTA



## EXPORTER AUTHORISED SIGNATORY LIST

Business Name:.....

Name	Position	Specimen Signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		

**NOTE: Please advise if there are any subsequent additions or deletions to this list.**

*Please DELIVER or SCAN to Canberra Business Chamber*

216 Northbourne Ave, Braddon  
P: 02 6247 4199  
E: [trade@canberrabusiness.com](mailto:trade@canberrabusiness.com)