

COUNTRY OF IMPORT: (Cargo Destination) Click to tick the boxes wherever applicable

ALGERIA	CÔTE D'IVOIRE	EGYPT	ETHIOPIA	GABON
IRAN	KENYA	NIGERIA	LIBYA	SAUDI ARABIA
SUDAN	OTHERS			

TYPE OF APPLICATION

	NEW	RENEWAL	REVISION	REFERENCE NUMBER
Certificate of Conformity (COC)				
Certificate of Inspection				
Statement of Registration (SOR)				
Statement of Licensing (SOL)				
SONCAP Certificate (Nigeria only)				
Product Certificate (Nigeria only)				
Others				

TRADE PARTNERS

Exporter

Name
Address

Contact Number
Email
Contact Person

Paying Party

Name
Address

Contact
Email

Exporter

Importer

Importer

Name
Address

Contact Number
Email
Contact Person
Specific information

Manufacturer details

Name
Address

Contact
Email

Same as exporter

INSPECTION & CARGO DETAILS

Inspect Date

Expected Shipment Date

Port of Loading

Port of Destination

Goods conditions

New

Second hand (used)

Place of Inspection (Company Name and Address)

Telephone / Mobile

Contact Name

Email

Type of Delivery

Total

Partial

COMMERCIAL INVOICE / PRO-FORMA INVOICE DETAILS

Invoice Number		Currency	
Date		FOB Value of Shipment <small>May be estimated by Cotecna if not provided</small>	
Incoterm		Total Value of Shipment	
Shipment Method	Air Sea Road	Packing Details	FCL LCL
	Multimodal Other		Bulk Trucks
Payment Method	L/C Non L/C	Number of Trucks/Trailers	

SHIPMENT REFERENCE

Applicable only for Kenya

I declare that I am registered consolidator

REPORTS & CERTIFICATES When you declare having a document, please provide a copy

ISO 9001 provided	Yes	No	Testing by	Third party lab
Other Certificate(s)				Cotecna lab
Test report provided	Yes	No		Manufacturer lab
			ISO 17025 accreditation	Yes No

DECLARATION

By submitting the present Request for Certification, the undersigned hereby undertakes that Cotecna's Terms and Conditions of business as well as any additional conditions stated herein apply to this application. Besides, the undersigned represents, to the best of its informed knowledge, that the products listed below, requested for certification and specifically identified in the Certificate of Conformity issued comply with the requirements of the relevant standards and any other regulation applicable to them in case of export, in particular the declared quantity, quality, description (including the brand name, production and expiry dates, batch numbers and markings), absence of recall and/or counterfeit. The issuance by Cotecna of the Certificate of Conformity for such products does not release the applicant of its obligations regarding any and all discrepancies between the certified products and those that are actually shipped to the importing country and that may not comply with the above representation. The undersigned also agrees that any data, results and documentation gathered and/or generated during the performance of this service may be shared with the authorities concerned.

HS Code	Product Description	Product Model	Origin	Applicable standard(s)/ specification(s)	Manufacturer's Name / Brand Name	Registration or Licence Number

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Name	Signature & Stamp
Position	Date / /20

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Note: The execution of our services is governed by [Cotecna's Terms & Conditions of Business](#) for Inspection available on our website as well as on the reverse side of our certificates

In general, all imported goods may be subjected to or randomly selected for a secondary inspection and testing for both security and trade compliance purposes at the Customs territory. Cotecna performs the evaluation of conformity based on a random sampling of your products and on testing of limited parameters through a risk assessment approach. Thus, by signing this request form, you confirm that you are aware of the customs legislations and regulatory requirements governing the import of your products into the destination country.

Cotecna reserves the right to charge you for re-inspection following: Abortive / Rejected inspections / Cancellation of inspection less than 24 hours prior the scheduled visit / Inspections in 2 or more locations.

Please note that Exporters are not advised to ship the goods to its destination for any Verification of Conformity programme without obtaining final conformity certificate(s) from COTECNA Inspection SA. In case the exporter ships the goods without satisfactory results of inspection, testing and document review or prior to issuance of certificate(s) of conformity, then the exporter will be liable for any claim, delay, demurrages or non-conformity arising from the goods at the destination. COTECNA Inspection SA will not be responsible or liable to pay and compensation, fines or claim amount to the Exporter or Importer in these situations.