



Application for Certification of Document (A) / Consulate Legalisation*

商事證明 (A) / 領事加簽申請表*

Company (Full Name): _____
(公司名稱)

(Address): _____
(地址)

BR: _____

Tel: _____

Fax: _____

Member No: _____
會員編號

Contact Person: _____
聯絡人

Please tick the appropriate box
請在方格內加✓號

Type of Document 文件類別	Document Number (If applicable) 文件編號 (如適用)	Destination Country / Place 目的地國家/地點	Number of certified document required (please provide one more copy for Federation's record) 只填貴司所需文件份數 (另備一份本會存檔)	Consulate (If Facilitation for Consulate Legalisation is required) 領事館名稱 (如委託本會代辦領事加簽)
Certificate of Origin (by accredited organisation)				
Import/Export Trade Declaration (lodged with Hong Kong Customs)				
Packing List				
Bill of Lading / Air Waybill				
Certificate of Vessel				
Conformity Certificate (by accredited organisation)				
Non-manipulation				
Annex to CO for Mexico				

Declaration 聲明

As *Proprietor/Director/Principal Official of the above-named company, I, the undersigned, hereby apply for Certification of Document and declare:
本人為上述公司的*東主/董事/負責人, 現申請香港工業總會的商事證明服務, 茲聲明:

- (1) that I am duly authorized to make and sign this application on behalf of above-named company;
本人已獲上述公司授權簽署此商事證明申請表;
- (2) that the above-named company is registered under Business Registration Ordinance (Cap. 310) of the laws of Hong Kong;
上述公司為香港法例第 310 章《商業登記條例》的註冊公司;
- (3) that the authorized signature and company chop on this application form are genuine; and
申請表上公司印章和授權人簽署均屬實; 及
- (4) that all information provided is true and correct.
呈交的全部資料均屬真確。
 - I understand that I may be liable to prosecution under the laws of Hong Kong for making a false declaration
本人明白如發出虛假聲明, 可被檢控
 - The above-named company undertakes to indemnify the Federation for any loss arising out of this application
如有因為是次申請而引起香港工業總會任何損失, 上述公司同意承擔全部責任

Notes 注意事項

- I. A copy of Business Registration Certificate of the above-named company is required for verification
請提供上述公司的商業登記證副本以作核實
- II. The Federation reserves the right to inspect further supporting documents
本會可要求其他相關證明文件
- III. The Federation may, without assigning any reason, refuse to issue certificate. Fees are not refundable in all circumstances
本會可在不給予解釋情況下拒絕簽發證書。申請費用在任何情況下概不退還
- IV. Under any circumstances, the Federation neither assumes nor accepts liability for any loss arising out of this application and/or the refusal by the consulate to legalise the document
香港工業總會在任何情況下, 不會承擔或接受因申請此商事證明及/或因領事拒絕加簽文件而引起的任何損失
- V. All submitted documents will be kept by the Federation in record for 2 years
所有提交本會的文件均會保存兩年

For Federation use only 只供本會填寫	
Consulate Legalisation Fee:	Federation Fee:
Total Charge:	Receipt No.:

Name of Signatory 簽署人姓名:
Company Chop & Signature & Date: 公司蓋章、簽署及日期