

Application Procedures

Registered Exporter and Certificate of Origin User for Thailand

1. Companies must be registered, before applying for a Certificate of Origin (CO) for Thailand.
2. Registration must apply to specific products only, and not the corporate entity.
3. Products must be identified by their HS codes, verified by the exporter.
4. Applicants must follow the Department of Foreign Affairs and Trade (DFAT) rule of origin assessment procedure ("A Guide to Determining the Origin of Goods under TAFTA") which can be accessed from www.acci.asn.au
5. Applicants must undertake their own investigation and verification process to confirm compliance with the DFAT procedure with regard to the products for which they seek registration.
6. Complete the "Authorised Signatories" form.

(These signatories must be updated; ACCI must be informed of any change to the delegated signatories as they occur. Please note if the signature on the CO does not match our record of Authorised Signatories, the CO will not be issued.)

7. Complete the Deed of Declaration.

(The Declaration will be required for all applicants and registered exporters as from 1 January 2005. The Declaration includes specific HS codes pertaining to products subject to export, and those codes must match the codes noted on any CO, otherwise the CO cannot be issued.

- The Declaration requires confirmation from the signatory that he/she has read and understood the DFAT information and complied with its requirements.
 - The Declaration also requires the ABN of the exporter, as well as the legal name.
 - The Declaration will include a statement by the exporter that there has been no material change in the basis for the registration of the goods described.
 - If there has been a material change in the basis for registration, this must be stated in full, and details provided in annexure to the Declaration.
 - The details provided in the Declaration and any other application materials related to the goods or the exporter are true and correct.)
8. Registered Exporters will be required to notify ACCI of changes to the product, HS Codes and authorised signatories, or any other details contained in the application material, as soon as possible after the event of material change in the basis for the registration of the goods. Any changes not recorded will result in refusal to issue CO in relation to changed subject matter.
 9. Once ACCI has confirmed successful registration of an exporter, exporters may complete CO on the relevant ACCI CO template, as per the attached instructions.
 10. Exporter Registration status will be reviewed from time to time.