



EXPORT DOCUMENTATION PRICE LIST

Export Documentation Price List – As of 1st January 2020

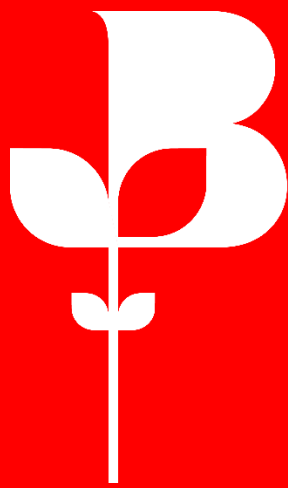
EC Certificate of Origin, EUR1, ATR, Certify signatures on documents	SCC MEMBER PRICE	NON MEMBER PRICE
EC Certificate of Origin Blank Certificate & certification stamp	£20.00 + VAT (£24.00)	£40.00 + VAT (£48.00)
EUR1 Form Certification stamp		
ATR Form Certification stamp		
Certify Commercial Invoices, Packing Lists, other documents		
Additional Copy (Must be exactly the same as original copy)	£5.00 + VAT (£6.00)	£7.00 + VAT (£8.40)

Other Services	SCC MEMBER PRICE	NON MEMBER PRICE
Foreign & Commonwealth Office Legalisation/Apostille	£35.50 (NO VAT)	£45.00 (NO VAT)
Bona Fide Document (Official letter, sealed & bound)	£50.00 + VAT (£60.00)	£65.00 + VAT (£78.00)
Administration Charges (applicable on all services)	SCC MEMBER PRICE	NON MEMBER PRICE
2 – 4 Documents	£26.00 + VAT (£31.20)	£36.00 + VAT (£43.20)
4 + Documents	£36.00 + VAT (£43.20)	£46.00 + VAT (£55.20)
Appointment Fee (per hour)	FREE	£20.00 + VAT (£24.00)
Completion of Certificate of Origin by Chamber Staff	£16.00 + VAT (£19.20)	£25.00 + VAT (£30.00)

Arab Certificate of Origin	SCC MEMBER PRICE	NON MEMBER PRICE
Arab Certificate of Origin (Certified by Arab British Chamber)	£37.50 + VAT (£45.00)	£42.00 + VAT (£50.40)
Certify Commercial Invoices, Packing Lists, other documents (Certified by Surrey Chambers & Arab British Chamber)	£57.50 + VAT (£69.00)	£82.00 + VAT (£98.40)
Additional Copy	£7.00 + VAT (£8.40)	£10.00 + VAT (£12.00)
Legalisation Fee (Legalised by Embassy)	Please contact us for quote	
Embassy Levy	£5.00 + VAT (£6.00) per document	
Amendment Stamp	£10.00 + VAT (£12.00)	£15.00 + VAT (£18.00)
Documents for Egypt	SCC MEMBER PRICE	NON MEMBER PRICE
EC Certificate of Origin Blank Certificate & certification stamp	£20.00 + VAT (£24.00)	£40.00 + VAT (£48.00)
Certify Certificate of Origin by Egyptian British Chamber	£44.95 + VAT (£53.94)	£59.20 + VAT (£71.04)
Certify Commercial Invoice by Egyptian British Chamber	£44.95 + VAT (£53.94)	£48.95 + VAT (£58.74)
Legalisation Fee (Legalised by Egyptian Embassy)	£44.00 per document (NO VAT)	
Embassy Levy	£5.00 + VAT (£6.00) per document	
Additional Copy	£5.00 + VAT (£6.00)	£7.00 + VAT (£8.40)

TOP TIP

Always check the documentation requirements with your customer before applying for any documentation. By carrying out these checks, you will reduce the possibility of errors or mistakes, therefore saving you time and money.



Surrey Chambers of Commerce

The Ultimate Business Network

Surrey Chambers of Commerce
Unit 14a Monument Way East
Woking, Surrey
GU21 5LY

Main Office: 01483 735540 International Trade Dept: 01483 735549

export@surrey-chambers.co.uk

www.surrey-chambers.co.uk