

TEMPLATE LETTER OF WAIVER FOR EXPORTERS – must be submitted to the Abbotsford Chamber of Commerce, along with proof of provincial business registration in good standing and be in typed format, on your company’s letterhead with full coordinates once it has been duly signed by an authorized representative and signed/sealed by a Notary or Commissioner of Oaths. No modifications are allowed. This letter, along with the list of authorized signatures, shall remain valid for two years. Should your company name and or address change, or signatories change, a new letter of waiver must be filed with the Chamber

Letter of Waiver Form

Date: _____



To: The Abbotsford Chamber of Commerce

Name of Exporting Business/Organization: _____

Address: _____

Address: _____

City/Province/Postal Code: _____

To whom it may concern:

In consideration of the Abbotsford Chamber of Commerce (“Chamber”) from time to time granting Certificates of Origin and other export related documents such as a commercial invoice, chemical analysis , or otherwise certifying documents upon request by the above named Business/Organization (henceforth referred to as the “Organization”) hereby accepts FULL responsibility for the veracity, accuracy and completeness of such documents as are submitted by the Organization (and/or its representatives).

The Organization also affirms that the documents submitted for certification will not pertain to the export of controlled goods; if affirmative, that it will obtain the necessary authorizations prior to submission to the Chamber.

Further, the Organization waives and agrees to release and hold harmless the Chamber and its officials in respect of all claims or expenses that the Organization or foreign authorities may have against the Chamber or its officials, now or in the future, in connections with such certification, and to indemnify the Chamber and its officials in respect of any costs or liability to the Chamber or its officials arising from such certification.

The Organization acknowledges that the Chamber will keep copies of documents certified with the background documentation provided. If the Chamber is presented with a demand for production of documents which is authorized by law, the Organization authorizes the Chamber to produce documents received from the Organization in accordance with the demand. The Organization also agrees to make readily available to the Chamber any other background documents (to be kept by the Organization for up to three years after the certification), for review by relevant authorities if requested.

Primary Contact: This is the exporter’s primary contact for certification matters. This contact will be the primary user who has authority to set up other users within the Organization.

Full Name of Primary Contact

Other Authorized Signatories

Job Title: _____

Email: _____

Telephone: _____

On the ___ day of _____, 20__ the Authorized Official has:

* proved to me, on the basis of satisfactory evidence, to be the person whose name appears as signatory on this document;

* sworn before me that full responsibility will be accepted for any errors, omissions or inaccuracies in such declarations and/or documents presented for certification by the Chamber.

Notary Public/Lawyer – Signature and Seal

Signature of Authorized Official

Notary Public/Lawyer – Contact Information

Print Name & Title of Authorized Official