

Listed below, is a field by field explanation of the information required on the NAFTA Certificate of Origin. This is general information and necessarily brief in nature and should not be construed as legal opinion or advise.

FIELD 1: *EXPORTER'S NAME AND ADDRESS:*

This field is for the most part self explanatory.

The Tax Identification Number, in Canada is the Employer Number or Business Number or the Importer/Exporter Number issued by Revenue Canada.

In the U.S. the Tax Identification Number is the Employers Identification Number issued by the I.R.S. or the Social Security Number.

In Mexico, the Tax Identification Number is the Federal Taxpayers Registry Number.

FIELD 2: *BLANKET PERIOD:*

The Blanket Period field is required to be completed only if the certificate covers multiple shipments of identical goods. The blanket period can not be for a period exceeding 12 months. It is also acceptable to have the *from* date prior to the date of the signing of the certificate of origin.

FIELD 3: *PRODUCER'S NAME AND ADDRESS:*

It is perfectly acceptable to complete this field with any one of the following five options:

1. The producer's legal name, address and tax identification number;
2. If there are multiple producers, a list may be attached identifying additional producers cross-referenced to the goods listed in field 5;
3. "Available to Canada Customs upon Request" may be entered in this field;
4. "Same" can be noted if the exporter and producer are the same, or
5. "Unknown" is acceptable in situations such as Fruit and Vegetable Co-ops where the producer(s) could not possibly be known.

FIELD 4: *IMPORTER'S NAME AND ADDRESS:*

This field has 2 options for completion:

- The Exporter or Producer may know who the Importer is, in which case the complete name, address and postal code should be noted.
- When the Certificate of origin is filled out to cover multiple shipments, the importer can be shown as various.

FIELD 5: *DESCRIPTION OF GOOD(S):*

This field should describe the goods in as much detail as possible and should match the invoice description. This should include model or item number. The goods should be described in sufficient detail to classify.

FIELD 6: *H.S. TARIFF CLASSIFICATION NUMBER:*

This field must be completed to at least the subheading level (6 digits).

FIELD 7: *PREFERENCE CRITERIA:*

The data to be entered in this field is taken directly from Article 401 and from Annex 308.1 and Chapter Seven of the North American Free Trade Agreement. In other words, this field identifies under which criterion the goods qualify as being originating.

Therefore, the following Letters should appear in this column opposite each article or good noted in field 5:

- A. Goods are wholly produced or obtained.
- B. Goods originate as a result of meeting the requirements of the specific rules.
- C. Goods originate because they are made exclusively from originating materials.
- D. Goods do not meet the applicable rule of origin but does meet the regional value content requirement. This criterion is limited to only two circumstances.
- E. This a very specific criterion relating to some Automatic Data processing goods and their parts
- F. This final preference criterion pertains to certain Agricultural goods.

FIELD 8: *PRODUCER*:

If the signatory on the certificate of origin is the “Producer” of the goods at issue, the “yes” should appear in this field.

Conversely, if the signatory is not the producer of the goods, then “no” should appear in this field together with one of the following numbers:

This certificate is based on (1) your knowledge of whether the good qualifies as an originating good; (2) your reliance on the producer’s written representation that the goods qualifies as an originating good; or (3) a completed and signed Certificate for the good, voluntarily provided to the exporter by the producer.

FIELD 9: *NET COST*

If your good requires a Regional Value Content calculation and you used the Net Cost Method the determine whether your good is originating, indicate “N.C.” If not, indicate “No”.

FIELD 10: *COUNTRY OF ORIGIN*:

One of the following codes must be put in this field: “US”, “CA”, “MX”, “JNT”(joint)

FIELD 11: *CERTIFICATION FIELD*:

All areas of this field must be completed. The certificate MUST be signed by an officer who has the vested legal authority to sign on behalf of the Exporter or Producer as the case may be, or someone who has sufficient knowledge as to the origin of the goods to make such a declaration and can access records to demonstrate the origin.