

Checklist for background docs to be included

Acceptable proofs of origin are as follows:

- **When goods are manufactured in Canada by the applicant:** Manufacturer's invoice (*if a Chamber member, once proof of manufacturing operations in Canada has been established*) or notarized manufacturer's declaration detailing the processes performed, or a manufacturer's declaration and a valid factory/official license.
- **When goods are manufactured in Canada by a company other than the applicant:** Manufacturer's invoice or notarized manufacturer's declaration;
- **When goods were manufactured in a foreign country:** Manufacturer's invoice, notarized manufacturer's declaration in English or French, or a foreign Certificate of Origin duly certified by a Chamber of Commerce;
- **When goods were bought from a third party:** A duly signed and notarized statement from that party declaring the origin of the goods.
- **When goods refer to cars:** Proof of ownership/VIN confirmation must be available for review.

Supporting documents should not be dated more than 24 months from the date of issue.