

Tips to Completing Your NAFTA Form Correctly

- Have you provided all information in the standard approved format?
- Does this Certificate of Origin cover any other locations?

If so, please attach a complete list with full names and addresses of locations.

- Have you shown the applicable time period in block #2? (maximum 365 days)
- If the described goods have multiple customers, have you noted “various” in block #4?
- Does the description in block #5 match, without deviation, the description on your export documents?

Customs requires a specific description. Please do not use general descriptions or abbreviations. If your product line contains a part number or product identification number, please include the number in addition to the product description in block #5.

- Have you completed block #9? The only acceptable responses are NO or NC.
- Have you completed all other fields?
- Is the Certificate signed by an authorized person within the company?

By signing the document, that person accepts responsibility for complying with the certification statements above the signature.

We rely on accurate information. It is your responsibility to notify Cole International of any additions, deletions or changes in information to ensure our records are up to date.