



GOVERNMENT OF SAINT LUCIA  
MINISTRY OF FINANCE  
**CUSTOMS & EXCISE DEPARTMENT**

## **NOTICE**

NO. 5 OF 2014

### **To All Manufacturers/Exporters**

Exporters seeking approval of Certificates of Origin will be required to follow the procedures below:

1. Submit the properly completed Certificate of Origin along with the corresponding **invoices** and **export declaration** (shipping bill) to the administration office of Customs; top floor of the main office in Castries or Chitolie building in Vieux Fort;
2. Submission should be made at least one working day prior to the exportation of the goods in question;
3. In urgent situations a request for prompt attention can be made to the Assistant Comptroller at any of the offices mentioned at (1).

Manufacturers/Exporters are asked to ensure the information provided on the Certificate of Origin is correctly stated in order to avoid delays. Submission of applications for certification can be made independent of all other Customs procedures.

Please be guided accordingly.

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**C. Andy Fernelon**  
**Comptroller of Customs**

18<sup>th</sup> March 2014

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