

# Letter of Waiver Form

Date: \_\_\_\_\_

## To: Vaughan Chamber of Commerce

Please type

Company/Exporter: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

City / Prov / Post Code: \_\_\_\_\_

### To Whom It May Concern:

In consideration of access to the document certification services of Vaughan Chamber of Commerce (hereafter the Chamber), the receipt and sufficiency of which is acknowledged, the above named Company (the Company) agrees to the following terms and conditions:

1. The information contained in all declarations, certificates of origin and all other documents provided by the Company to the Chamber for purposes of document certification is true, valid and accurate, and will be upheld by the Company.
2. Full responsibility is also hereby accepted by the Company for any errors or inaccuracies in such declarations and/or documents pertaining thereto, and the Company agrees to indemnify and save harmless the Chamber, its directors, officers, employees and agents from all claims, actions, and costs arising out of such declarations and/or documents pertaining thereto.
3. The documents (if applicable) do not pertain to the export of controlled goods; if affirmative, that the Company has obtained the necessary authorization.
4. The Chamber may refuse to certify documents of the Company (including its parent or subsidiary companies) without prior notice to the Company for any reason including the receipt of a complaint or information that the Company may have, directly or through an agent, sworn a false declaration, shipped goods inconsistent with its documentation and/or sworn declaration(s), or engaged in conduct contrary to law, the Company expressly waives any right to pursue a claim or action against the Chamber, its directors, officers, employees and agents for any damages arising from or relating to such refusal of service or any delay in providing document certification or related services. The Chamber may, at its sole discretion, reinstate documentation certification services to the Company where it is satisfied that any outstanding issues or disputes have been fully and satisfactorily resolved, but is under no obligation to do so.

**Primary Contact / Authorized Official:** This is the exporter's primary contact for certification matters. For users of TradeCert, the online Certificate of Origin system, this will be the primary system user who has authority to set up other users within the Company.

Please type

[ ] Mr [ ] Ms [ ] .....

.....  
(Print / type full name of Primary Contact. Complete even if Primary Contact is same as Authorizing Official)

Job Title: .....

eMail Address: .....

Tel: ..... Fax: .....

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;
- acknowledged that he/she executed the same in his/her authorized capacity;

**and**

- sworn before me as to the accuracy of information contained in all Certificates of Origin or other related documents as per above

Exporter:

X \_\_\_\_\_

\_\_\_\_\_  
**Notary Public / Commissioner of Oaths  
Signature and Seal**

\_\_\_\_\_  
**Print Name and Title of Authorized Official**

To be submitted to Vaughan Chamber of Commerce, in typed format, once it has been duly signed by an authorized representative of the exporter, and **signed/sealed** by a Notary or Commissioner of Oaths. **NO MODIFICATIONS ARE ALLOWED.** The letter will remain valid for two-years. *Should your Company name/address change, a new letter of waiver must be filed with the Chamber.*

### Forward original to:

**Questions?**  
1-905-761-1366

Vaughan Chamber of Commerce  
Attn: Document Certification  
160 Applewood Crescent, Unit 32  
Vaughan, Ontario L4K 4H2