



Chamber Certifications

Policy effective October 27, 2015

Electronic Transactions: www.TradeCertify.com

Submission time:	Turnaround time:	Member Cost:	Non-Member Cost:
Midnight to 1pm EST Monday – Friday	By 4pm the same day	\$25	\$75
3pm to midnight EST Monday – Friday	Next Day	\$25	\$75

Paper Documents (within 24 hours) \$25 Member Cost
 Paper Documents (RUSH) \$50 Member Cost
 Paper Documents (within 24 hours) \$100 Non-Member Cost

All users must fill out Application & sign Letter of Indemnity prior to submissions.

Standard hours of processing are Monday-Friday from 8:00am – 4:00pm EST.

It is important to note that Country of Origin refers to the country in which the product was manufactured, NOT the country from where the product is being shipped.

It is the exporter/freight forwarder responsibility to determine which documents are required for the importing company. The chamber does not make recommendations on required documentation but simply verifies information as supplied.

Processing takes place on the next business day following weekends & holidays including:
 New Year’s Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving,
 Thanksgiving Friday, Christmas Eve, Christmas Day & New Year’s Eve.