

1. IN ADDITION TO YOUR EXPORT REGISTRATION WITH JAMPRO, DO YOU REQUIRE ANY OTHER EXPORT LICENCE FROM A GOVERNMENT AGENCY?

Yes, the export of some specified products requires an export licence from the Trade Board Limited.

2. WHAT ARE THE PRODUCTS THAT REQUIRE AN EXPORT LICENCE FROM THE TRADE BOARD LIMITED?

An export licence from the Trade Board Limited is required for the following products:

Scrap Metal (incl. Scrap Batteries)	Plasma (in any form)
Scrap Gold/Silver	Wood (Lignum Vitae and log wood only)
Coffee	Motor Vehicles
Ammunition (explosives and firearms)	Jewellery (excluding those from earth metals)
Brown Sugar	

3. WHAT ARE THE REQUIREMENTS TO OBTAIN AN EXPORT LICENCE FROM THE TRADE BOARD?

The requirements, along with the expiry dates of export licences issued by the Trade Board are outlined below:



ITEM	REQUIREMENTS/SUP-PORT DOCUMENTS	EXPIRY DATE
Scrap Metal/Silver	<ul style="list-style-type: none"> Approval letter from Jamaica Customs Scrap Metal Inspection Report from Jamaica Customs Commercial Invoice 	1 month or 30 days
Scrap Gold/Silver	<ul style="list-style-type: none"> Approval letter from Jamaica Customs Scrap Metal Inspection Report from Jamaica Customs Commercial Invoice 	1 month or 30 days
Sugar	<ul style="list-style-type: none"> Approval Letter from the Sugar Industry Authority 	3 months
Ammunition (explosives and firearms)	<ul style="list-style-type: none"> Approval letters from the Ministry of National Security, The Firearm Licensing Authority and The Commissioner of Police, Jamaica Constabulary Force 	Expiry date based on letter received from the Firearm Licensing Authority
Plasma - in any form	<ul style="list-style-type: none"> Approved letter from the Ministry of Health (MOH) 	Expiry date in MOH letter. If not stated, then 3 months

REQUIREMENTS TO OBTAIN AN EXPORT LICENCE CONT'D

Motor Vehicles/ Equipment	<ul style="list-style-type: none"> Applicant's letter Copies of ownership documents (Fitness, Registration Certificate, Title, exp. certs etc.) 	3 months
Wood (Lignum Vitae and log wood only)	Approval letter from the Ministry of Industry, Commerce, Agriculture & Fisheries (MICAF)	3 months
Jewellery (excluding those from earth metals)	Commercial Invoice	

4. WHICH AGENCY OF THE GOVERNMENT OF JAMAICA SHOULD BE CONSULTED TO VERIFY ITEMS REQUIRING AN IMPORT LICENCE?

The Trade Board Limited is also responsible for the issuing of import licence for selected items, as outlined below:

TARIFF CODE	DESCRIPTION	REQUIREMENTS
Chapter 4 (Milk and other Concentrated Products) - 04.02	Milk and cream: concentrated or containing added sugar or other sweetening matter.	Must be registered with the Trade board with the completion and submission of the following: <ul style="list-style-type: none"> Application Form Registration Form Declaration Form Production Record Tax Compliance Certificate Product Analysis Form (to be completed by manufacturers only) Business Registration/ Certificate of Incorporation (for new companies) A fee of JA\$10,000.00 is payable; \$5,000.00 Late Fee (Registration after December 31)
Chapter 13 (Plant Extracts) – 13.01	Lac: Natural gums, resins, gum resins and balsam	
Chapter 13 (Plant Extracts) – 1301001	Cannabis Resin	Drug permit to be obtained from the Ministry of Health

Chapter 13 (Plant Extracts) – 13.02, 130210	Vegetable saps and extracts; pectic substances, pectinates and pectates; agar agar and other mucilages and thickeners. Whether or not modified. Derived from vegetable products	
Chapter 17 (Sugar) - 17.01, 17019990	Cane and beet sugar and chemically pure sucrose in solid form, Refined Sugar	Approval from the Bureau of Standards Jamaica (BSJ) Importer must be a part of the sugar regime: <ul style="list-style-type: none"> Application Form Registration Form Declaration form Tax Compliance Certificate (Valid Certificate of Incorporation or Business Registration Certificate. All forms referred to above may be downloaded from the Trade Board Ltd. website www.tradeboard.gov.jm
Chapter 25 (Cement) – 25.23: 2523200; 25232910	Portland Cement, aluminous cement, slag cement, super sulphate cement and similar hydraulic cements, building cement (grey)	
Chapter 36 (Explosives) – 360100; 360200; 360300; 3604.10; 3604; 3604.90	Propellant powders, prepared explosives, fuses, detonators, fireworks, signalling flares, rain rockets, fog signals, other.	Permit from the Commissioner of Police, Same to be stamped and signed by the Collector of Customs & Ministry of National Security & Justice to grant approval.
Chapter 84 (Equipment) – 84.14.40, 84.27, 84.29, 84.30, 8433.10, 8459, 8464, 8501.33	Compressors, Cranes and Forklifts, Self-propelled Bulldozers, angledozers, mechanical shovels, shovel loaders, tamping machines, levellers, scarpers, excavators, road rollers, graders, Lawn Mowers, Drilling Machine, Concrete Drop Hammer, Mobile Commercial standby generators and mobile hydraulic	<ul style="list-style-type: none"> Invoice/ Bill of Sale Registration Certificate or Certificate of Title (for used Vehicles) Importer's TRN Valid ID (for individuals)

Chapter 87 (Motor Vehicle) – 87.01, 87.02, 87.03, 87.04, 87.05, 87.06, 87.07, 87.08, 87.08.99.9, 87.09, 87.11, 87.16.20	Tractors, Public Transport type passenger motor vehicles, motor vehicles for goods transport, chassis, bodies, motor vehicle parts and accessories, motor cycles (700cc and over), Trailers and Semi-trailers	<ul style="list-style-type: none"> • Invoice/ Bill of Sale • Registration Certificate or Certificate of Title (for used Vehicles) • Importer's TRN • Valid ID (for individuals)
Chapter 93 (Guns and other explosive weapons) – 9301.00, 9304.00, 930200, 9305, 9306	Military weapons, other arms, revolvers and pistols, parts and accessories, bombs, grenades, torpedoes, mines, missiles etc.	Approval from the Firearm Licensing Authority and the Ministry of National Security
Chapter 95 (Recreation Equipment) – 95.02; 9503, 95.04	Other (toy guns), other games; coin or disc-operated: Amusement machines other than bowling alley equipment	Approval from the Ministry of National Security and the Firearm Licensing Authority

5. WHAT IS A CERTIFICATE OF ORIGIN?

The certificate of origin is an important international trade document attesting that goods in a particular export shipment have been wholly obtained, produced, manufactured or processed in a particular country in accordance with the prescribed rule of origin.

Certificate of Origin

A document with information on where a product was manufactured, assembled, and its destination.



Source: <https://marketbusinessnews.com/financial-glossary/certificate-of-origin/>

6. IN WHAT CONTEXT ARE CERTIFICATES OF ORIGIN ISSUED?

A certificate of origin may be issued in the context of preferential trade agreements, which enable exporters to benefit from tariff exemption or reduction for eligible exports; OR it may be requested by the Customs Administration, importers, freight forwarders or banks.

7. HOW DO YOU APPLY FOR A CERTIFICATE OF ORIGIN?

To apply for the certificate of origin, exporters are required to:

- i. Complete a product analysis form for each product to determine the origin criterion. You may contact the Trade Board Limited to obtain the form.
- ii. Submit the completed form along with supporting documents, i.e., Import Entries (C87 Forms) and supporting invoices to the Trade Board's Certification Unit
- iii. An officer from the Trade Board Limited will visit your facility to verify the production process
- iv. Exporters will then be advised in writing whether or not the product qualifies for preferential treatment (tariff exemption or reduction) and the origin criterion, if applicable.

NB: All exporters making application for a certificate of origin must be duly registered with JAMPRO

8. HOW DOES AN EXPORTER QUALIFY FOR PREFERENTIAL TREATMENT?

The products manufactured by an exporter will qualify for preferential treatment (tariff exemption or reduction) by meeting the prescribe rule of origin, as outlined in a particular trade agreement.

9. WHAT IS THE CONTACT INFORMATION FOR THE TRADE BOARD LIMITED?

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