



# Request for Certificate of Conformity\*

\*Request for Technical Inspection Report

\*Request for Certificate of Inspection

**RFI-**

*For Intertek Use Only*

**IMPORTANT:** The quality and completeness of the documentation submitted by the Applicant directly influences the time and cost of processing the certification request. The general [Intertek Terms and Conditions](#) and [Additional Certification Conditions](#) governing this application are embedded within this document for the applicant's easy reference. Incomplete applications will not be processed.

TYPE OF APPLICATION			
<input type="radio"/> SINGLE SHIPMENT	<input type="radio"/> *MULTIPLE SHIPMENTS	VALID FROM	VALID TO
<b>NOTE:</b> Multiple Shipments option is only VALID for regular exporters having frequent shipments of the same products. This RFC can be used for multiple shipments of the same products within the validity period indicated. Validity period shall not exceed one year in all cases.			

SHIPMENT CERTIFICATION REQUEST FOR (Country Name)	
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EXPORTER (APPLICANT) DETAILS				IMPORTER DETAILS				
COMPANY NAME								
COMPANY ADDRESS								
CONTACT PERSON								
E-MAIL ADDRESS								
TELEPHONE NO.								
FAX NO.								
TRADE LICENCE <i>KSA Shipments only</i>	NO.		EXPIRY DATE		NO.		EXPIRY DATE	
APPLICANT TYPE	<input type="radio"/> AUTHORIZED DEALER	<input type="radio"/> AUTHORIZED DISTRIBUTOR		<i>NIGERIA Shipments only</i>				
	<input type="radio"/> EXPORTER	<input type="radio"/> MANUFACTURER		BA NO. (Form M)				
	<input type="radio"/> TRADER	<input type="radio"/> THIRD-PARTY LOGISTICS		RC/BN NO.				
	<input type="radio"/> OTHERS			TIN				

SHIPMENT DETAILS (Shipment location where goods are available for inspection, if different from Exporter's details)			
SITE NAME			
SITE ADDRESS			
CONTACT PERSON			E-MAIL ADDRESS
TELEPHONE NO.			FAX NO.

SHIPMENT REFERENCE (If available)					
PROFORMA INVOICE	NO.		INVOICE DATE		IDF NO. <i>KENYA Shipments Only</i>
UCR NO. <i>GABON / GHANA / KENYA Shipments Only</i>			L/C NO. <i>ALGERIA / NIGERIA Shipments Only</i>	OTHERS, (BL / AWB / II NO.)	

DOCUMENTS ATTACHED TO THIS APPLICATION		
<input type="radio"/> B/L or AWB	<input type="radio"/> IMPORTER'S DECLARATION FORM (IDF)	<input type="radio"/> L/C
<input type="radio"/> PHOTOGRAPHS OF PRODUCTS	<input type="radio"/> PACKING LIST	<input type="radio"/> PROFORMA INVOICE
<input type="radio"/> REGISTRATION/LICENCE (e.g. SoR/TER/PC)	<input type="radio"/> QMS CERTIFICATES (e.g. ISO 9001, ISO/TS 16949)	<input type="radio"/> TEST REPORTS
<input type="radio"/> OTHERS		

Please also visit our website [www.intertek.com/government](http://www.intertek.com/government) to learn about the shipment certification services we can provide for the following countries such as [Algeria](#), [Bangladesh](#), [Botswana](#), [Ecuador](#), [Egypt](#), [Ethiopia](#), [Gabon](#), [Ghana](#), [Kenya](#), [Kuwait](#), [Libya](#), [Mexico](#), [Niger](#), [Nigeria](#), [The Philippines](#), [Qatar](#), [Russia](#), [Saudi Arabia](#), [Uganda](#).

SHIPMENT DELIVERY									
PORT OF LOADING			PORT OF DISCHARGE						
VESSEL NAME <small>(if known only)</small>			COUNTRY OF SUPPLY						
GOODS AVAILABILITY DATE			EXPECTED SHIPMENT DATE						
GROSS CONSIGNMENT WEIGHT		DELIVERY	<input type="radio"/> FULL	<input type="radio"/> PARTIAL	GOODS CONDITION			<input type="radio"/> NEW	<input type="radio"/> USED
MODE OF TRANSPORT			MODE OF SHIPMENT						
<input type="radio"/> AIR <input type="radio"/> ROAD <input type="radio"/> RAIL <input type="radio"/> SEA <input type="radio"/> OTHERS			<input type="radio"/> BULK	<input type="radio"/> FCL	<input type="radio"/> LCL	<input type="radio"/> TANKER	<input type="radio"/> TRAILER	<input type="radio"/> TRUCKS	
			QUANTITY						

PAYMENT DETAILS <small>(Party responsible for paying the certification service applied for, if different from the Applicant)</small>					
COMPANY NAME					
COMPANY ADDRESS					
CONTACT PERSON				E-MAIL ADDRESS	
TELEPHONE NO.				FAX NO.	
PAYMENT TYPE		<input type="radio"/> CASH	<input type="radio"/> CREDIT	INTERTEK CREDIT REFERENCE NO.	INVOICE CURRENCY TO BE USED
ADDRESS WHERE INVOICE IS TO BE SENT					

REMARKS AND COMMENTS <small>(please provide, if any)</small>
<p>IN GENERAL, ALL IMPORTED GOODS SUBJECT TO SPECIFIC PROGRAMME REQUIREMENTS MAY BE SUBJECTED OR RANDOMLY SELECTED FOR INSPECTION AND TESTING FOR SAFETY, QUALITY AND TRADE COMPLIANCE PURPOSES AT THE CUSTOMS TERRITORY. INTERTEK PERFORMS THE EVALUATION OF CONFORMITY BASED ON A RANDOM SAMPLING OF YOUR PRODUCTS AND ON TESTING OF LIMITED PARAMETERS THROUGH A RISK ASSESSMENT APPROACH. THUS, BY COMPLETING AND SUBMITTING THIS REQUEST FORM, YOU TAKE YOUR OWN RESPONSIBILITY AND ACKNOWLEDGE THAT YOU ARE AWARE OF THE CUSTOMS LEGISLATIVE AND REGULATORY REQUIREMENTS GOVERNING THE IMPORT OF YOUR PRODUCTS AND COMMIT TO COMPLY WITH THOSE REQUIREMENTS. IN AGREEING TO PROVIDE THE SERVICES PURSUANT TO THIS AGREEMENT, INTERTEK DOES NOT ABRIDGE, ABROGATE OR UNDERTAKE TO DISCHARGE ANY OF YOUR DUTY OR OBLIGATION TO THE RELEVANT AUTHORITIES WITH REGARD TO THE QUALITY AND SAFETY OF YOUR PRODUCTS.</p>

DECLARATION						
<p>I/WE DECLARE THAT ALL PRODUCTS REQUESTED FOR CERTIFICATION THROUGH THIS APPLICATION ARE NOT AFFECTED BY ANY PRODUCT RECALLS NOR THESE ARE SUBSTANDARD OR COUNTERFEIT, TO THE BEST OF OUR KNOWLEDGE. I/WE ALSO DECLARE UNDER OUR OWN RESPONSIBILITY THAT THE PRODUCTS REQUESTED FOR CERTIFICATION THROUGH THIS APPLICATION TO WHICH THIS DECLARATION OF CONFORMITY RELATES, SATISFY THE REQUIREMENTS OF THE STANDARDS AND OTHER NORMATIVE DOCUMENTS REGULATIONS APPLICABLE TO THIS TYPE OF PRODUCTS FOR EXPORT. BY SUBMITTING THIS COMPLETED APPLICATION, I/WE CONSENT TO <a href="#">INTERTEK'S GENERAL TERMS AND CONDITIONS</a> AND TO THE <a href="#">ADDITIONAL CERTIFICATION CONDITIONS</a> WHICH ARE ATTACHED HEREIN. I/WE ALSO ACKNOWLEDGE AND AGREE THAT INTERTEK MAY SHARE ANY OF THE DATA, RESULTS AND DOCUMENTATION GATHERED AND GENERATED DURING THE PERFORMANCE OF THE SERVICES TO THE EXTENT REQUESTED BY THE RELEVANT AUTHORITIES TO VERIFY THE CONFORMITY OF THE PRODUCTS. I/WE ALSO DECLARE THAT AT THE TIME OF THE SUBMISSION OF THIS RFC, THE SHIPMENT IS STILL IN THE COUNTRY OF SUPPLY AND IS ACCESSIBLE FOR INSPECTION, IF NEEDED.</p>						
<table border="1"> <thead> <tr> <th>NAME</th> <th>POSITION</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	NAME	POSITION	DATE			
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**Thank you for taking the time in filling out this form. We appreciate your business!**

**EXHIBITS**



**Note:** Click on the above icons for accessing the embedded exhibits. List of Products using the template provided is to be completed ONLY if the product descriptions in the invoice are not clear.

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