

**LETTER OF DECLARATION FOR CERTIFICATE OF PROCESSING**

*(To be typed on the original company's letterhead)*

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

To:

The Executive Director  
Singapore Malay Chamber of Commerce and Industry  
15 Jalan Pinang  
Singapore 199147

Dear Sir/Mdm,

**CONFIRMATION OF CERTIFICATE OF PROCESSING**

We declare that the product(s) listed below is/are processed by us.

Description of Goods	Quantity/Weight

Our Invoice No. \_\_\_\_\_ dated \_\_\_\_\_ is attached.

We are aware that this letter Declaration issued is for the purposes of obtaining a Certificate of Processing for our exports. We declare that the information given above is true and correct.

We are aware that under the Import and Export (Regulations 1995) with effect from 1 December 1995, the penalty for making a false declaration in respect of any such Certificate, permit or certification is a fine of up to S\$100,000 or 3 times the value of the goods whichever is greater or up to 2 years' imprisonment or up to both for the first offence. For the second and subsequent offence, a fine of up to S\$200,000 or 4 times the value of the goods, whichever is greater, or up to 3 years' imprisonment or up to both.

Yours Sincerely,

Signature of Authorised Signatory

Company's Official Rubber Stamp

Name:

Designation: