AUTHORISATION FORM FOR ELECTRONIC SUBMISSION OF CERTIFICATE OF HONG KONG ORIGIN – GEORGIA (CO(Georgia))
(REQUEST FOR FULL APPLICATION)
(For Exporter, Manufacturer and Subcontractor (if involved) use)

(A) EXPORTER

Exporter (Name and Address) **Hong Kong, China** **BR No.:** |__|__|__|__|__|__|__|__|__| - |__|__|__| **Tel:** **Fax:** **E-Mail Address** (For Emergency Only): **Mobile Phone Number** (For Emergency Only):	For internal use only **UCR No.** |__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__| - |__|__| **Print date: _____ (DD/MM/YY)**
Consignee (Name and Address) **Consigned to the consignee / Consigned to the order of *** **Country/Place: Georgia**	**Notifying Party (Name and Address)** if applicable **Country/Place:**
Supplementary Information:	**Importer Name and Address (**if applicable) **Country/ Place: Georgia**

Departure Date **DD: MM: YYYY:**	**Vessel / Flight / Train / Vehicle No.**	**Destination Country/Place and Importing Party** Georgia
Mode of Transport * Air / Ocean / Rail / Road / River	**Port of Loading** Hong Kong, China	**Final Destination if on Carriage**
Remark (if applicable) **Origin Country/ Place: Hong Kong, China**	**Port of Discharge**	Please indicate "+" before the quantity if responsible quantity is Part Quantity; "=" if it is Part Process; and "/" if it is Part Process / Part Quantity. See note on p.4. ↓↓

Line Item No.	Rules of Origin Criterion	Goods Description (must be the same as that made by the Manufacturer on p.2 of this application)	Line item Quantity & Unit	Manufacturer's Name BR (11 digits) No. & FR (5 digits) No	Responsible Quantity	FOB Value HK$
1.						

Total FOB Value HK$: _____

Product Description (to be printed on the certificate)

If the product description is the same as the goods description above, please insert "same as goods description above". HS Codes are still required. ↓↓

Item No.	Invoice No.	Invoice Date	No. & Type of Package	Product Description & 8-Digit HS Code (Only first 6 digits of the HS Code will be printed on the certificate)	Marks, No. & Container No.	Item Quantity & Unit
1.						

Total No. & Type of Package:

* Delete if not applicable

GACO Membership No. (if applicable)	**Issuing Organization:**	**Certificate to be collected at:**

Supporting documents must be provided if expeditious processing / retrospective application is required. Supporting Document Codes: (please specify if the code for 'others' is chosen)

Reason Code for Expeditious Processing Request: (please specify if the code for 'Others' is chosen)

Exporter's Special Request Code:

Exporter's Special Declaration / Statement, if any: (For providing supplementary text required where necessary, when other declaration codes are used)

Exporter's Declaration

Standard Declaration: T01, GE, U02+ Other declaration codes, if any _____

I _____, HKID/Passport No.* _____, acting and signing for and on behalf of
(Name of Signatory)
_____, make the following declarations and authorization:
(Name of the Exporter)

I declare that I have read and understood the standard declarations and special codes on page 4 and page 5 of this form and the codes representing my declaration are as above. I hereby authorize Global e-Trading Services Limited to send messages to the Government on the basis of the information declared on this form and to receive messages from the Government on behalf of the following company.

_____	Hong Kong, China	_____	_____
Date	Place	Signature	Business Chop

Warning: The maximum penalty for making a false declaration in an application for the issue of a Certificate of Origin or for the substitution of goods in respect of a Certificate of Origin is $500,000 and two years' imprisonment.

(B) MANUFACTURER & SUBCONTRACTOR

(please use additional form if more than 1 manufacturer or subcontractor is involved)

Manufacturer Name: Address Code: |_|_|_| Tel: BR No.: |_|_|_|_|_|_|_|_| - |_|_|_| Fax: FR No.: |_|_|_|_|_|	**Address of Goods Available for Inspection:**
	Principal Process(es) Done by Manufacturer and Outworker in Hong Kong

Line Item No.	Rules of Origin Criterion	Goods Description (must be the same as that made by the Exporter on p.1 of this application)	Materials & Components of HK Origin	Materials & Components of Other Origin
1.				

* Delete if not applicable

+ Delete if the manufacturer has made this declaration.

Please indicate " + " before the quantity if responsible quantity is Part Quantity; " = " if it is Part Process; and " / " if it is Part Process / Part Quantity. See note on p.4 ⇓⇓

Item No	Line Item Quantity & Unit as Declared by Exporter on p.1	Responsible Quantity as Declared by Exporter (a)		Manufacturer Responsible Quantity (b)	Subcontractor Responsible Quantity (c)	Outworker Responsible Quantity (d)
1.						

Manufacturer's Special Declaration / Statement, if any
(For providing supplementary text required, where necessary, when other declaration codes are used)

Manufacturer's Declaration

Standard Declaration: T02, GE, U02^ Other declaration codes, if any _____

I _____, HKID/Passport No.* _____, acting and signing for and on behalf of
(Name of Signatory)
_____, make the following declarations and authorization:
(Name of the Manufacturer)

I declare that I have read and understood the standard declarations and special codes on page 4 and page 5 of this form and the codes representing my declaration are as above. I hereby authorize Global e-Trading Services Limited to send (and to transform, where necessary) messages to the Government on the basis of the information declared on this form, and to receive messages from the Government on behalf of the following company.

_____	Hong Kong, China	_____	_____
Date	Place	Signature	Business Chop

Note: Manufacturers and subcontractors have to ensure that the persons acting and signing for and on behalf of the manufacturers/subcontractors should be identical to the authorized signatories provided to the Trade and Industry Department else applications submitted will be deferred/rejected.

Subcontractor Name:

Address Code: |__|__|__| LSA No. _____

BR No.: |__|__|__|__|__|__|__|__| - |__|__|__|

FR No.: |__|__|__|__|__|

Tel.: Fax.:

Principal Process(es) Done by Subcontractor in Hong Kong

Subcontractor's Declaration

Standard Declaration: T03, GE Other declaration codes, if any _____

I _____, HKID/Passport No.* _____, acting and signing for and on behalf of
(Name of Signatory)
_____, make the following declarations and authorization:
(Name of the Subcontractor)

I declare that I have read and understood the standard declarations and special codes on page 4 and page 5 of this form and the codes representing my declaration are as above. I hereby authorize Global e-Trading Services Limited to transform and send messages to the Government on the basis of the information declared on this form and to receive messages from the Government on behalf of the following company.

_____	_____	_____
Date	Signature	Business Chop

Note: Manufacturers and subcontractors have to ensure that the persons acting and signing for and on behalf of the manufacturers/subcontractors should be identical to the authorized signatories provided to the Trade and Industry Department else applications submitted will be deferred/rejected.

Warning: The maximum penalty for making a false declaration in an application for the issue of a Certificate of Origin or for the substitution of goods in respect of a Certificate of Origin is $500,000 and two years' imprisonment.

* Delete if not applicable
^ Delete if the exporter has made this declaration.

STANDARD DECLARATION

CODE LIST

Code	To be made by	Description
GE	Exporter, Manufacturer & Subcontractor	I declare that the goods described in this application comply with the rules of origin specified for those goods in the Hong Kong, China – Georgia Free Trade Agreement.
T01	Exporter	I, on behalf of the exporter of this application, hereby declare that all the information given herein has been checked by me and is true, that the merchandise described in this application consists exclusively of the goods manufactured / processed / produced by the manufacturer / processor / producer / subcontractor described in the application and will be exported by the declared exporter in the manner described in this application, and that I have not applied to any other Issuing Authority for a Certificate of Origin in respect of the consignment described in this application. I also authorise the Director – General of Trade and Industry or the Government Approved Certification Organization with which I have filed this application to disclose all or any of the information provided herein to any third parties in Hong Kong or elsewhere.
T02	Manufacturer	I, on behalf of the manufacturer of this manufacturer declaration, hereby declare that all the information given herein has been checked by me and is true, that the goods which are fully and accurately described in this manufacturer declaration have been manufactured / processed / produced in the manufacturer's / subcontractor's premises or place in Hong Kong registered with Trade and Industry Department, that the principal processes done by the manufacturer / subcontractor declared in this manufacturer declaration have been carried out in the manufacturer's / subcontractor's premises or place in Hong Kong registered with Trade and Industry Department as represented by its / their address code(s) described in this declaration, and that the goods will be located in the address of goods available for inspection as described in this declaration for not less than 2 clear working days from the date of this manufacturer declaration. I also authorise the Director – General of Trade and Industry or the Government Approved Certification Organization to which I have made this application to disclose all or any of the information provided herein to any third parties in Hong Kong or elsewhere.
M20	Manufacturer	I declare that the regional value content of the goods declared in this application is calculated in accordance with Article 4 (Regional Value Content) of Chapter 3 (Rules of Origin) of the Hong Kong, China – Georgia Free Trade Agreement. The detailed calculation and all the supporting records are kept and will be made available for inspection for not less than three years.
T03	Subcontractor	I, on behalf of the subcontractor of this manufacturer declaration, hereby declare that all the information given herein has been checked by me and is true, and that I have carried out the principal process(es) done by the subcontractor declared in this manufacturer declaration in my factory in Hong Kong registered with Trade and Industry Department as represented by its address code described in this declaration. I also authorise the Director-General of Trade and Industry or the Government Approved Certification Organization to which I have made this declaration to disclose all or any of the information provided herein to any third parties in Hong Kong or elsewhere.
U02	Either Exporter / one of the Manufacturers	For the purpose of completion of box 13 on CO(Georgia), I declare that the information provided for this application is correct, and that all the goods were produced in Hong Kong, China and that they comply with the origin requirements specified in the Hong Kong, China – Georgia Free Trade Agreement for the goods exported to Georgia.

EXPORTER'S SPECIAL REQUEST CODES

Code	Description
501	Request for an additional copy of the certificate.
502	Hiding information of consignee to be printed on the certificate.
503	Request for endorsement on supporting documents such as commercial invoice.
504	Hiding information of Producer's name, address and country/place (if known) and state "Available to the competent authority or authorised body upon request" on the certificate.

EXPEDITIOUS PROCESSING REQUEST REASON CODES

Code	Description
101	To meet unexpected change of tight shipment schedule.
102	To meet urgent request of the overseas buyer for advanced delivery of goods.
103	To send samples urgently required by overseas buyers.
104	To facilitate clearance of consignments held up by overseas customs.
105	Application being deferred for one or more times.
106	Deferred for amendment after production / consignment check by C&ED.
107	This is a retrospective application.
110	To meet the terms of Letter of Credit (L/C).
HD3	Others.

SUPPORTING DOCUMENT CODES

Code	Description
205	Explanatory letter for Retrospective CO Application.
206	Explanatory letter for expeditious application.
207	Explanatory letter (others).
208	Copy of buyer's order.
209	Copy of production order and records.
210	Copy of buyer's shipment instructions.
211	Copy of relevant documents from overseas customs.
212	Copy of Letter of Credit (L/C).
213	Copy of invoice.
214	Copy of shipping document: e.g. bill of lading / air waybill.
215	Copy of packing list.
216	Relevant copy of Certificate of Origin.
217	Copy of Export Licence (EL) and/or other trade documents.
219	Copy of authorisation letter from registered brand name / trademark holder.
220	Copy of authorisation letter from copyright holder.
HD3	Others

NOTE:

Part Process, (a) = (b) = (c) = (d), value of the indicator should be '='

Part Quantity, (a) = (b) + (c) + (d), value of the indicator should be '+'

When (b) + (c) + (d) do not add up or each is not equivalent to (a), value of the indicator should be '/'

RULES OF ORIGIN CRITERION

Code	Description
WO	The good of this line item is wholly obtained or produced in a Party in accordance with Article 3 (Goods Wholly Obtained) of Chapter 3 (Rules of Origin) of the Hong Kong, China – Georgia Free Trade Agreement.
WP	The good of this line item is produced in a Party exclusively from originating materials in accordance with the Hong Kong, China – Georgia Free Trade Agreement.
RVC	The good of this line item is produced from non-originating materials in a Party, provided that the good conforms to a regional value content of no less than 40%, as calculated in accordance with Article 4 (Regional Value Content) of Chapter 3 (Rules of Origin) of the Hong Kong, China – Georgia Free Trade Agreement.
PSR	The good of this line item is produced from non-originating materials in a Party, provided that the good complies with the applicable product specific rules of origin specified in Annex 3-1 (Product Specific Rules of Origin) of Chapter 3 (Rules of Origin) of the Hong Kong, China – Georgia Free Trade Agreement.

PERSONAL INFORMATION COLLECTION STATEMENT

Global e-Trading Services Limited (hereinafter referred to as "**Ge-TS**", "**we**", "**us**" and "**our**") values the privacy of your Personal Data and this statement (hereinafter referred to as the "**Statement**") serves as a notification pursuant to the requirements of the Personal Data (Privacy) Ordinance (Cap. 486 of the Laws of Hong Kong).

Definitions

Under the Statement, unless the context otherwise requires, the following words and expression shall have the following meanings:

- "**Services**" means the Government Electronic Trading Services provided by Ge-TS in accordance with the agreement between the Government of the Hong Kong Special Administrative Region and Ge-TS.
- "**Personal Data**" means the data that may be collected or held by Ge-TS from time to time in connection with the registration and establishment of user accounts or the Services.
- "**Data Subject(s)**" means the user(s) of the Services.

Purposes of Collection and Use of Personal Data

- When Data Subject(s) use the Services, we may, in the course of and in relation to provision of the Services, collect and process Personal Data.
- The provision of Personal Data is mandatory for subscribing Ge-TS's Services for processing trade-related documents under the agreement between the Government of the Hong Kong Special Administrative Region and Ge-TS. If a Data Subject fails to provide necessary information and particulars, we may be unable to provide the Services in full and carry out related activities.
- We shall have the rights to collect, hold, process and use a Data Subject's Personal Data in accordance with this Statement.

With regard to the use of the Services, we may collect and use Personal Data for one or more of the following purposes:

- processing applications for the Services;
- providing the Services;
- communicating with Data Subjects or their authorized entities;
- maintaining usage or transaction history of Data Subjects for evaluating and improving the Services;
- marketing the Services from time to time by Ge-TS or its affiliated companies;
- distributing publications of Ge-TS or its affiliated companies;
- complying with laws, rules, regulations, codes of practice or guidelines;
- performing legal proceedings, including collecting overdue amounts;
- other purposes expressly agreed between Ge-TS and Data Subject(s);
- any lawful purposes for assisting in law enforcement and investigations; and
- any other ancillary purposes directly relating to the purposes listed above.

Types of Personal Data

Personal Data may be collected or held by Ge-TS from time to time in connection with the registration and establishment of user accounts or the provision of the Services for Data Subjects:

- full name of contact person;
- company name and/or business title of contact person;
- business registration number;
- correspondence address and/or residential address;
- e-mail address;
- telephone number;
- fax number;
- Hong Kong identity card number or travel document number; and
- login and password details in connection with Ge-TS sign-in function.

Disclosure and Transfer of Personal Data

Personal Data held by Ge-TS relating to Data Subjects will be kept confidential but Ge-TS may provide and disclose (as defined in the Personal Data (Privacy) Ordinance) Personal Data to the following parties for the purposes set out in "Purposes of Collection and Use of Personal Data" stated above:

- the Government of the Hong Kong Special Administrative Region;
- personnel, agents, advisers, auditors, contractors, financial institutions, and service providers in connection with Ge-TS's operations or Services;
- any Ge-TS affiliates;
- any agent, contractor or third-party service provider who provides administrative, research, distribution, data processing, computer, payment, debt collection or other services to support the operation of or in connection with the Services;
- any law enforcement or regulatory authority; and
- any person under a duty of confidentiality to any members of Ge-TS and its subsidiaries (including accountants, legal advisers and other advisers).

Transfer or disclose of Personal Data will only be made to one or more of the parties specified above. We shall not disclose or transfer Personal Data to any other party not specified above without the express consent of Data Subject(s).

Retention of Personal Data

All Personal Data will be retained for the duration as may be necessary for the above-mentioned purposes and for as long as required by applicable laws.

Data Subjects' Rights to their Personal Data

By using Ge-TS's Services, Data Subjects should acknowledge the collection and use of their Personal Data as outlined in this Statement. If a Data Subject does not agree with the use of his/her Personal Data as set out in this Statement, please do not use the Services.

Under the Personal Data (Privacy) Ordinance, a Data Subject has the right to:

- check whether we hold his/her Personal Data, and access such data;
- require us to correct inaccurate data; and
- ascertain our policies and practices in relation to Personal Data and the kind of Personal Data held by us.

(hereinafter referred to as "**request(s)**")

If you wish to exercise one of the above-mentioned rights and/or raise questions or complaints, please contact us at the following address:

Data Protection Officer
Global e-Trading Services Limited
22th Floor of Dah Sing Financial Tower,
No.36 Heung Yip Road
Wong Chuk Hang
Hong Kong

In accessing, updating, correcting and/or deleting your Personal Data, we may ask the Data Subject to authenticate his/her identity in order to protect the safety of the Personal Data.

To the extent permitted by relevant laws and regulations, we reserve the right to refuse unreasonable requests.

To the extent permitted by relevant laws and regulations, we reserve the right to charge a reasonable fee for the costs of processing any request.

[Last update: Aug 2026]

個人資料收集聲明

商貿易服務有限公司（下文簡稱「**商貿易**」或「**我們**」）重視　閣下的個人資料私隱。本聲明（下文簡稱「**聲明**」）旨在根據香港法例第 486 章《個人資料（私隱）條例》規定而發出通知。

釋義

根據聲明，除非文義另有所指，以下詞彙具有以下涵義：

- 「服務」指根據與香港特別行政區政府的協議由商貿易提供的政府電子貿易服務。
- 「個人資料」指商貿易可能不時就登記及建立用戶賬戶或服務而收集或持有的資料。
- 「資料當事人」指使用服務的用戶。

收集及使用個人資料的目的

- 當資料當事人使用服務時，我們可能於提供服務的過程中收集及處理個人資料。
- 根據香港特別行政區政府與商貿易的協議，登記服務以處理貿易相關文件時須提供個人資料。倘資料當事人未有提供所需資料及詳情，我們可能無法提供完整的服務及進行相關活動。
- 我們有權根據聲明收集、保存、處理及使用資料當事人的個人資料。

就使用服務而言，我們可就以下一項或多項目的收集及使用個人資料：

- 處理服務申請；
- 提供服務；
- 聯絡資料當事人或其授權團體；
- 維護資料當事人的使用或交易記錄以評估及改良服務；
- 透過商貿易或其聯屬公司不時營銷服務；
- 發佈商貿易或其聯屬公司的刊物；
- 遵守任何適用法律、規則、法規、行為準則或指引；
- 進行法律程序，包括追討逾期款項；
- 商貿易及資料當事人明確協定的其他目的；
- 任何協助執法或調查的合法目的；及
- 與上述目的直接相關的任何其他輔助用途。

個人資料類型

商貿易可能不時收集或持有個人資料，用於註冊和建立用戶帳戶或為資料當事人提供服務：

- 聯絡人全名；
- 聯絡人公司名稱及／或職銜；
- 商業登記號碼；
- 聯絡地址及／或住址；
- 電郵地址；
- 電話號碼；
- 傳真號碼；
- 香港身分證號碼或旅遊證件號碼；及
- 與商貿易登錄功能相關的登錄和密碼詳細信息。

披露及轉移個人資料

商貿易持有關於資料當事人的個人資料將予以保密，但根據上文「收集及使用個人資料的目的」所述，商貿易可向以下團體或人士提供及披露（定義見《個人資料(私隱)條例》）個人資料：

- 香港特別行政區政府；
- 與商貿易的業務或服務有關的工作人員、代理、顧問、核數師、承辦商、金融機構或服務提供者；
- 任何商貿易聯屬公司；
- 就支持服務的營運或與服務有關的事宜，向商貿易提供行政、研究、分銷、數據處理、電腦、付款、債務追討或其他服務的代理、承辦商或第三方服務提供者；
- 任何執法或監管機構；及
- 對商貿易及其附屬公司（包括會計師、法律顧問及其他顧問）的任何成員負有保密責任的人。

我們僅會向上述一個或多個團體或人士轉移或披露個人資料，在未取得資料當事人的明確同意下，我們將不會披露或轉移個人資料予其他上述未有提及之團體或人士。

保留個人資料

所有個人資料將在上述目的期限內及在適用法律要求的範圍內保留。

資料當事人對其個人資料的權利

資料當事人如使用服務，即表示確認我們可按聲明收集及使用其個人資料。如果資料當事人不同意我們按聲明使用他／她的個人資料，請勿使用服務。

根據《個人資料（私隱）條例》，資料當事人有權：

- 檢查我們是否持有他／她的個人資料及查閱該等資料；
- 要求我們更正不準確的資料；及
- 查明我們有關個人資料的政策及做法，以及我們所持有的個人資料的類型。

（下稱「**要求**」）

若　閣下希望行使上述任何一種權利及／或提出問題或投訴，請來函以下地址：

香港
黃竹坑香葉道 36 號
大新金融廣場 22 樓
商貿易服務有限公司
個人資料私隱主任

於存取、更新、修正及／或刪除　閣下的個人資料時，我們可能要求資料當事人核實其身分以保障個人資料安全。

在相關法律及法規允許的情況下，我們保留拒絕不合理要求的權利。

在相關法律及法規允許的情況下，我們保留就處理任何要求的成本收取合理費用的權利。

[更新日期：二零二六年八月]