



Least Developed Country Origin Verification Questionnaire

Preference Criteria E

**Field A – Producer Information**

Company Name	Contact Name		
Company Address	Title	Telephone No.	
	E-mail Address	Facsimile No.	
	Company E-mail Address	Fiscal Year End (yyyy-mm-dd)	

Field B – Description of Good, or Representative Style, if Applicable Including HS Tariff Classification

Please provide a copy of one commercial invoice for the selected style

(Example 6107.11.10)
HS Tariff Item

Field C – Shipping Details, Including Route to Canada (Please provide a copy of the Bill of Lading for the selected style)
Field D – If you have chosen a representative style, please provide all style numbers and descriptions that are covered by each representative style, as well as invoice references

Style #	Description	Unit Price (US\$)	Invoice No.

Note: Attach a separate sheet of paper if you need more space

Field E – Description of Production Process

Production Process	Plant Name and Complete Address
Cutting <input type="checkbox"/> Yes <input type="checkbox"/> No	
Sewing <input type="checkbox"/> Yes <input type="checkbox"/> No	
Spinning <input type="checkbox"/> Yes <input type="checkbox"/> No	
Weaving <input type="checkbox"/> Yes <input type="checkbox"/> No	
Bleaching <input type="checkbox"/> Yes <input type="checkbox"/> No	
Dyeing <input type="checkbox"/> Yes <input type="checkbox"/> No	
Printing <input type="checkbox"/> Yes <input type="checkbox"/> No	
Washing <input type="checkbox"/> Yes <input type="checkbox"/> No (Including Stonewashing)	
Knitting <input type="checkbox"/> Yes <input type="checkbox"/> No	
Assembly <input type="checkbox"/> Yes <input type="checkbox"/> No	
Other <input type="checkbox"/> Yes <input type="checkbox"/> No (Please describe)	

Field F – COST OF PRODUCTION AND OTHER COSTS PER PIECE

Major Cost Category	Location Where Cost Was Incurred	Unit Cost (US\$)
Direct Labour Cost (Note 1)		
Factory Overhead Cost (Note 2)		
Other Production Costs (Note 3)		
Total Costs of Production and Other Cost Components – carried forward to		
Costs of Production and other Costs per piece (B)		

Notes:

- 1) Direct Labour Cost - The cost of the employees who work directly on the product and whose efforts can be identified with or specifically traced to a product or service. For example, direct labour includes the wages of cutters, sewers, and packers in a garment factory.
- 2) Factory Overhead Cost - It may include all production costs other than direct materials and direct labour. In a more specific sense, factory overhead cost represents the production costs that cannot be specifically identified with or traced directly to individual units of the finished product. For example, you may include such costs as indirect materials, supervision, repairs and maintenance, production assets depreciation, property taxes, insurance, utilities, janitorial services, security guards.
- 3) Other Production Costs - It may include any reasonable costs incurred during the normal manufacturing process, e.g., duties and taxes paid on imported materials and not refunded when the goods were exported. Any costs incurred subsequent to the goods leaving the factory, such as freight, loading, temporary storage, are excluded.



Field G – Reasonable Profit Per Piece

Please provide an explanation on how you calculated the Reasonable Profit Component

Reasonable Profit Component - carried forward to Reasonable Profit per piece (C)

Field H – Summary

	LDC where good was assembled or Canada	All other countries	Aggregate (A1) + (A2)
	(A1)	(A2)	(A3)
A – Value of Materials per piece (US\$)			
B – Costs of Production and other Costs per piece (US\$)			
C – Reasonable Profit per piece (US\$)			
D – Total Ex-Factory Price of the Good per piece (A3+B+C)			
E – LDCT Qualifying Content (A1+B+C)			
F – LDCT Qualifying Content Percentage (E/D) (example 35.25%)			%

Field I – Completion of the Questionnaire

Did a third party prepare this questionnaire? Yes No If yes, please provide the following information:

Company Name	Contact Name		
Company Address	Title	Telephone No.	
	E-mail Address	Facsimile No.	
	Company E-mail Address	Fiscal Year End (yyyy-mm-dd)	

Field J – Certification

I certify that the information provided in response to this questionnaire is true and accurate. I agree to maintain, and present upon request, all records and documents necessary to support the representations made in response to this questionnaire.

_____ Title _____ Telephone No. _____ Facsimile No. _____ E-mail address

_____ Name _____ Signature _____ Date (yyyy-mm-dd)



Field K – Value of Materials

				Cost per piece of garment (US\$) (Z = X x Y)				
Item No.	List of materials*	Unit Price (X) US \$	Quantity used per piece (Y)	LDC where goods are assembled or Canada (Z)	Cost incurred Elsewhere (Z)	Supplier name	Country of Origin	Invoice no. Please attach the invoice
1				\$	\$			
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
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21								
22								
23								
24								
Total Materials Cost Per Unit				\$	\$	Note: Please identify any materials supplied by the purchaser of the goods, even if at reduced cost or at no charge. If possible, please also provide the normal value of the materials provided by the purchaser of the goods. * e.g.: Fabric, Accessories (Buttons, Rivets, Elastic, etc.)		
Total unit cost of materials - carried forward to Value of Materials per piece (A)				A1	A2			