

## **Registration, Data and Privacy Notice for Export Documentation Indemnity Forms**

In order for the Tullamore & District Chamber of Commerce to authenticate documentation for your company, we must have the following indemnity form completed on and returned to the chamber, with a list of authorised signatories.

- This form must be renewed annually. An e-mail reminder will be sent to the primary contact one month before the indemnity form expires.
- Indemnities, applications and other supporting documentation will be retained by the Chamber for at least three years and no more than five years.
- Such documentation may be shared with any authorised statutory agents or with Chambers Ireland, the national governing body of all Issuing Chambers, as part of any ongoing audits, as they request information

For companies which are not members of Tullamore & District Chamber of Commerce we will also require a copy of your company's Certificate of Incorporation.

There is no charge for registering with Tullamore & Chamber of Commerce

If your company is VAT exempt please provide a copy of your 13B VAT Exemption Form

Roger Guiney  
Tullamore & District Chamber of Commerce  
October 2018

# INDEMNITY FORM

In consideration of the **Tullamore & District Chamber of Commerce** from time to time granting or certifying certificates of origin or other documents, I/we hereby agree to at all times keep the Issuing Body and its officials indemnified against any claims or demands whatsoever which may at any time be made against them, or any of them, by reason of any fault, defect, omission or inaccuracy in the content of the certificates or other documents, or in inaccuracy in the content of the certificates or other documents, or in the manner of their issue, this indemnity being subject to all statutory provisions to the contrary.

In the event of requests which stem from a legitimate enquiry from an authorised person in Chambers Ireland, the national governing body for Issuing Chambers, or someone in possession of statutory authority, e.g. the Revenue Commissioners, Customs & Excise or officials acting with authority of a court order, I/we hereby permit the Issuing Body to allow direct access, under the power of statutory authority, to such commercial information as may be required as part of the enquiry.

**Date:** DATED THIS ..... DAY OF ..... YEAR .....

**Authorised Signature:** SIGNATURE .....  
 PROPRIETOR, PARTNER, DIRECTOR OR SECRETARY  
*(Delete as appropriate)*

**Print name** .....

**Name, address, telephone number & business of company or firm:**

Type of Company:

**Type of Company:**  Exporter  Forwarder/Shipping Agent

Please tick below ALL documents you are likely to submit

**Documents used:**  EC Certs  Arab Irish Certs  Other Docs (invoices, packing lists etc)  
 Legalisations

**Company Name:** .....  
 (Print or type full name of Company or Firm)

**Address line 1:** .....  
 (Print or type full address of Company or Firm)

**Address line 2:** .....

**City / Town:** .....

**County:** .....  
 (& Country if not IE): .....

**Main co. tel:** .....  
 (Telephone number of Company)

**Note: Please give specimen signatures of authorised signatories overleaf**

In the case of non-members of the Chamber, this Indemnity Form should be accompanied by a copy of your company Certificate of Incorporation OR satisfactory banker's reference as to standing.

**After you have completed this form:**  
 Please mail original to: Tullamore & District Chamber of Commerce,  
 Level 2 Bridge Centre, Tullamore, Offaly





