

EXHIBIT 11A – INSTRUCTIONS FOR COMPLETING THE FTA CERTIFICATE OF ORIGIN

1. Exporter's full legal name, address, country and tax identification number.
2. Effective dates and expiry dates (maximum 12 months for shipments imported into Canada, 6 months for shipments exported to the United States), if the certificate covers multiple FTA qualified goods to the same importer.

Note: If changes occur related to materials, costs or production sites that would materially affect the accuracy or validity of the certificate, it is the responsibility of the exporter to notify the party to whom the blanket certificate is issued. Failure to do so results in the exporter being subject to sanctions.
3. Full legal name, address and country of the consignee or importer of record. The name of a customs broker or a agent is not acceptable.
4. Producer's full legal name, address, country and tax identification number (if known). Only to be completed if the exporter is not the producer of the goods.
5. Various origin criteria by which the goods described in the certificate may be eligible for FTA treatment. The appropriate criteria (or special declaration from Field 6) must be entered in Field 7 for each item described in the certificate.
6. Special declarations for textile products subject to tariff quotas. The appropriate declaration must be entered in Field 7.
7. Appropriate origin criteria or special declaration identified in Fields 5 or 6 for each item described in the certificate. If necessary, additional continuation sheets may be used to list the respective origin criteria for each item described in the certificate.
8. Full description of the goods. If more than one item is covered by the certificate, a complete description of each article is required. The tariff classification number of each item up to the 6th digit, must be shown next to the respective article.
9. Gross weight or other pertinent quantities of each item listed in Field 8. If a blanket certificate is issued, the weight or quantities anticipated or contracted during the certificate's validity period must be entered (if known).
10. Invoice number(s) and date(s) covering all items described in the certificate. If a blanket certificate is issued this Field need not be completed.
11. Information as required must be entered including the number of pages that are part of the certificate.

Note: Where the certificate makes reference to Canada or the United States it is to be interpreted as meaning either Canada or the United States or both.