

Republic of Kenya - Pre-Export Verification of Conformity to Standards

Import declaration Form (IDF) number
Internal reference number

Trade Parties & Place of inspection

Seller (Exporter)		Buyer (Importer)	
Phone #	Fax #	Phone #	Fax #
E-Mail		E-Mail	
Contact name		Contact name	
Supplier (If applicable)		Place of inspection	
Phone #	Fax #	Phone #	Fax #
E-Mail		E-Mail	
Contact name		Contact name	

Proforma Invoice or Similar

Number	Date	Value	Currency
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Information for Inspection coordination

Goods Description	Please complete the attached Declaration of Conformity for all items to be certified		
Goods Conditions	<input type="checkbox"/> New	<input type="checkbox"/> Second Hand (Used)	<input type="checkbox"/> Reconditioned (Overhauled) <input type="checkbox"/> Damaged (Out of Order)
Assembly State	<input type="checkbox"/> Assembled	<input type="checkbox"/> Partially Assembled (SKD)	<input type="checkbox"/> Disassembled (CKD)
Shipment Method	<input type="checkbox"/> Air <input type="checkbox"/> Land	<input type="checkbox"/> Sea <input type="checkbox"/> Unknown	Expected date of shipment Country of supply
Shipment Type	<input type="checkbox"/> Total	<input type="checkbox"/> Partial	<input type="checkbox"/> Final
Date goods are available	Port of destination :		
Requested date for inspection	Packing Details <input type="checkbox"/> FCL: x 20°FCL x 40°FCL <input type="checkbox"/> LCL <input type="checkbox"/> Bulk <input type="checkbox"/> General Cargo/Conventional		
Original Certificate of Conformity needed for customs release will be collected by <input type="checkbox"/> Seller (Exporter) <input type="checkbox"/> Buyer (Importer)			

SGS Contact Office (for Seller)		Applicant	
Phone #	Fax #	Phone #	Fax #
E-Mail		E-Mail	
Contact name		Contact name	Signature

Please complete the above information and the attached declaration of conformity. Both completed forms and required documents (proforma invoice or similar plus the documents that prove conformity, such as detailed description of the goods with technical characteristics and properties, available test reports, quality management system certificates, marks of conformity, - e.g. CE declaration, technical data sheets, national approvals, franchise agreement or similar for supplying branded goods - , as well as health, hygienic, phytosanitary, fumigation certificates as applicable) should be returned to SGS by email or by fax. Datasheet and Guidelines for Exporter are available from our website

www.sgs.com SGS trade Assurance Services Office is available to provide additional information about the Pre-shipment Verification of Conformity (PVoC) procedures for Kenya. This order is accepted according to the requirements of KEBS (Kenya Bureau of Standards) and subject to the applicable SGS General Conditions for System, Product & Service Certification available at www.sgs.com/general_conditions_for_certification_services.htm.

Declaration of Conformity

We:

hereby declare that the products:

HS Code	Quantity/ Unit	Product Description	Product Manufacturer's Name/Brand	Product Model Number	Registration or Licence Number	Applicable standard

to which this declaration refers, and subject to installation, maintenance and use conforming to its (their) intended purpose, to the manufacturer's instructions and to standard practice are in conformity with KEBS (Kenya Bureau of Standards) acceptable standards.
 The technical documentation required to demonstrate that the product(s) meet(s) the above referenced standards has been compiled by the signatory below and is attached for viewing by the relevant enforcement authorities.

Name, position and signature:

Place and date of issue: