


# Formal Undertaking

Every year, we must provide the Chambers of Commerce with a formal undertaking. This is a document that has signature samples of all the company staff that will be authorised to sign documents on behalf of the company. The Chambers of Commerce will notify us by email when it is required.

Sample:

  
Preferred supplier of international trade  
services to Chambers of Commerce

**FORMAL UNDERTAKING**  
FOR PAPER AND ELECTRONIC APPLICATIONS

In consideration of Chamber Management Services from time to time granting or certifying Certificate of Origin or other documents I/we hereby agree to accept and be bound by the Standard Rules for the issue of Certificates of Origin, etc in force at the time of certification, of which I/we confirm having received a copy.

Further that I/we will 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 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 someone in possession of statutory authority e.g. Police, H M 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.

I/We give overleaf the name, specimen signature and designation of each person authorised to sign certificates on my/our behalf and will keep the Chamber informed of any changes of any personnel which may arise.

Name: DEREK LAMM Position: MANAGING DIRECTOR  
(Signatory **MUST** be either Proprietor, Partner, Director or Company Secretary)

Signature: [Signature] Day 16, Month 02, Year 2016

Name and address of Company or Firm:  
WILMARD LTD 18 STATION ROAD, CROSS HILLS, KILGHLY  
WILMARD LTD  
Post Code: BD22 7DS Tel: 01535 634542



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**Important – Ensure that your signature does NOT touch the outline of the box**  
Note: email address is a mandatory field – please ensure this is completed to ensure your documents are not delayed – Thank you

NAME	JOB TITLE	SPECIMEN SIGNATURE
<u>DEREK LAMM</u>	<u>MD</u>	<u>[Signature]</u>
Email: <u>DEREK.LAMM@WILMARD.CO.UK</u>		
<u>HELEN LAMM</u>	<u>DIRECTOR</u>	<u>[Signature]</u>
Email: <u>HELEN.LAMM@WILMARD.CO.UK</u>		
<u>SUSIE NIXON</u>	<u>DIRECTOR</u>	<u>[Signature]</u>
Email: <u>SUSIE.NIXON@WILMARD.CO.UK</u>		
<u>RYAN SWAINE</u>	<u>COORDINATOR SALES MANAGER</u>	<u>[Signature]</u>
Email: <u>RYAN.SWAINE@WILMARD.CO.UK</u>		
Email: .....		
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