



Schweizerischer Kosmetik-
und Waschmittelverband

Association suisse des cosmétiques
et des détergents

The Swiss Cosmetic
and Detergent Association

Certificates Policy

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Free Sales Certificates (FSC)

- According to the agreement with FSVO (Federal Food Safety and Veterinary Office), SKW may issue FSC.
- FSC are issued exclusively to members for a fee (see service fees list).
- For legal reasons and to ensure reliable verification, an FSC is only issued if the "Affirmation for Free Sales Certificate" has been completed, signed and submitted.
- SKW uses certificates with default wording. Individual adjustments to the wording are taken into consideration if they comply with the internal policy and are submitted in writing.
- FSC are issued exclusively on SKW stationery.

Special Provisions

GMP Certificates

- SKW does not issue any exclusive GMP certificates. However, a reference to manufacture in compliance with GMP may be included in the wording of the certificate.
- To include a GMP reference, the manufacturer has to submit a certificate issued by a certification authority (e.g. Swiss TS) confirming manufacture in compliance with GMP.
- SKW uses certificates with default wording. Individual adjustments to the wording are taken into consideration if they comply with the internal policy and are submitted in writing.

Health Certificates

SKW does not issue any health certificates.

Service Fees

Issuing Free Sale Certificates / GMP

The processing fee is invoices as stated below:

SKW Service Fees

| | CHF |
|---|------------|
| Certificate signed by managing director | 50.00 |
| Notarised certificate | 100.00 |
| Certificate authenticated by the Zurich Federal Chancellery | 150.00 |
| Certificate authenticated by the Consulate | 200.00 |

Quantity Discount

The fees stated in the table above are reduced as follows if several certificates are submitted at the same time:

10 to 19 certificates submitted at the same time: 20% discount

20 to 29 certificates submitted at the same time: 30% discount

30 plus certificates submitted at the same time: 40% discount

Additional Fees Imposed by Authorities

All costs effectively incurred are invoiced. The current fees are:

| | CHF |
|---|---------------------------------|
| Notary fee | 30.00 |
| Zurich Federal Chancellery fee (apostille surcharge) | 22.00 (8.00) |
| Consulate / Zurich Chamber of Commerce fee | As invoiced by the Consulate |

(Version 31. July 2014)