Work Instruction: W0499-3 Creation Date: 23 September 2024 Revision Date: 1 February 2025		**Extraordinary Instructions:** Service and Handling Fees for exports to Saudi Arabia

The Halal Quality Control Group

Guidelines for Customers: Service and Handling Fees for Exports to Saudi Arabia

Note: This Guideline and Fee Structure is only applicable for specific end-users whom export to the Kingdom of Saudi Arabia

Change Log:

- Version 1: Created and issued 23 September 2024
- Updates made in Clause 2 on 30 September 2024
- Updates made in Clause 2 on 20 October 2024
- Updates made in International Bank Transfer Fees in Clause 2 on 1 February 2025.

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Clause 1: Introduction

This guideline encompasses service fees that Halal Quality Control charges customers requiring Halal Facility Certificates or Halal Shipment Certificates issued through the Saudi Halal Center Platform.

The fees outlined in this Guideline are solely applicable to service provided on behalf of a customer on the Saudi Halal Center Platform.

All fees outlined in this guideline apply to all HQC branches and are considered fixed fees.

The fees include the handling, administration, and operational tasks necessary to realize the service's goal.

Please note that these fees are a part of our Extraordinary Guidelines, meaning that they will be charged above the agreed pricing in your contracts.
If you wish to formally include the fees in your contracts, please do not hesitate to contact your HQC office for support.

Clause 2: Fees Imposed by HQC

Abbreviations:
SHC = Saudi Halal Center (SFDA)
HFC = Halal Facility Certificate issued through the SHC Portal
HSC = Halal Shipment Certificate issued through the SHC Portal
FCL = Facility (Manufacturing Site, Trade Site, Storage Site, etc)
HCB = Halal Certification Body or Bodies

Service Description	Frequency	Fees	Restrictions
HFC Handling	Per Year	200 Euro	1 FCL per registration
HSC Handling	Per each request	35 Euro	Maximum 27 Tons
Amendments on HFC*	Per each request	50 Euro	None***
Amendments on HSC**	Per each request	50 Euro	None
International Bank Transfer Fees	Per each transfer	30 Euro	None

*Fees are only applicable upon request by the customer; if the Handler makes a mistake, the fees will not be charged.

**Fees are only applicable upon request by the customer; if the Handler makes a mistake, the fees will not be charged.

***If the Saudi Halal Center will impose charges for amendments to HQC (whenever this may or may not be realized), then the charges will be added to the Amendment Fees.

Clause 3: Fees Imposed by Saudi Halal Center

All direct fees are charged to the accredited HCB, not the customer.
The HCB will then forward these charges to the applicable customer.
If a Shipment is above 27 tons, 2 Handlings will apply (charged twice).

Service Description	Frequency	Fees	Restrictions
HFC	Per Year	3750 SAR	1 FCL per registration
HSC	Per HSC	1000 SAR	Maximum 27 Tons

*Pricing in Euro will always be equal to the currency value of the SAR on the day of invoicing.