



365 5th Ave New York, NY, 10016

Stapes #1

PORTS TERMINALS: (CIF) Any Safe Port

(1) PROCEDURE: CIF ANY SAFE WORLD PORT

Buyer issues purchase order (ICPO) upon receipt in acceptance of soft offer.

2. Seller issues draft Sales and Purchase Agreement contract for buyer's review and signing

3. Buyer signs the sales and purchase agreement contract and return it back to the seller.

4. Upon buyer endorsement of the sales and purchase agreement, Seller send the below documents to buyer. Commitment to Supply. Product Passport. Statement of Availability of the Product.

5. Buyer issues their financial guarantee (SBLC MT760 or DLC 700) to cover the first shipment to seller's bank in 5 working days.

6. If buyer fails to issue SBLC or DLC in 5 working days, in alternative buyer shall make guarantee deposit of 7% TT Wire from total value of the contract to seller's fiduciary bank account as performance to secure the allocation which will be deducted from the first shipment.

7. Upon confirmation of buyer's SBLC/DLC or guarantee deposit of 3% TT Wire to seller's bank, seller will issue 2% performance bond, full POP and shipping documents via swift bank to bank as shown below: Allocation Title Ownership Certificate. Certificate of Origin.

Transnet Contract to Transport the Product to the Loading Port
Port Storage Agreement. Charter Party Agreement to Transport the Product to Discharge Port. Tank Storage Receipt. DTA and ATV SGS Quality and Quantity Certificate.
Bill of Landing. Vessel Questionnaire 88. Notice of Readiness. Copy of the charter party agreement.

Comercial Invoice.

8. Upon receiving the counter signed commercial invoice, shipment commences and upon arrival of the vessel tanker at the discharge port, buyer conducts SGS inspection and makes operative SBLC/DLC or makes payment for the full shipment via TT Wire or MT103

9. Seller signs NCNDA/IMFPA between all intermediaries involved with the notarized copy sent to Seller's bank