



365 5th Ave New York, NY, 10016

Stapes #3

(3) PROCEDURE: CIF ANY SAFE WORLD PORT

Buyer issues Irrevocable Corporate Purchase Order (ICPO) addressed to the Seller Refinery along with scanned copy of the buyer's passport.

Suppliers verify Buyer Irrevocable Corporate Purchase Order and issue Commercial Invoice for the First Trial Shipment Note: Sales & Purchase Agreement will be jointly signed after the Trial Shipment.

Upon buyer endorsement of the Commercial Invoice, Seller send the below Documents to buyer. Charter Party Agreement.

Product Quality Passport

Commitment to supply.

Statement of Availability of the Product.

Seller and Buyer proceed to endorse the Charter Party Agreement (CPA) document with the Shipping.

Company and both jointly bear the charges for the shipment.

After the shipment charges have been met by both the Seller and the Buyer, Seller issues the following Proof of Product documents along with assurance delivery letter:

Attestation of Allocation.

Allocation Transaction Passport Code Certificate.

Copy of statement Availability of the Product.

Copy of the refinery commitment to supply the product.

Copy of port storage agreement

Copy of the charter party agreement

Copy of the Product Passport SGS Report. Bill Of Lading. Vessel's Q88

Tank Receipt Certificate of Origin, Certificate of Inspection, Notice of Readiness, Net Weight, Full Packing List, Cargo Manifest, DTA and ATV.

6. Buyer responds by issuing Irrevocable Non-Transferable Letter of Credit (MT760) SBLC or Letter of Credit (LC).

7. Shipment will commence according to terms and conditions of the Contract and according to the agreed Delivery Schedule.

8. Buyer's bank release payment of the product via MT103 upon the arrival of the cargo at the discharge port and successful report of SGS Inspection at discharge port.

9. Supplier bank release the commission to all representatives and intermediaries according to sign NCNDA.