



1. Buyer confirms Soft Offer and issues an official Irrevocable Corporate Purchase Order (ICPO).
2. Seller sends Sales and Purchase Agreement (SPA) and Commercial Invoice (CI) along with Seller's SBLC/MT760 Verbiage format and a Ready, Willing and Able (RWA) template format to Buyer and Buyer reverts with the following documents properly filled out to Seller:
 - Completed SPA and CI signed and sealed.
 - Buyer's Information Sheet (CIS) on Buyer's letterheads, containing also:
 - a. Copy of Company Registration Certificate
 - b. Passport copy of signatory
 - Ready, Willing and Able (RWA) letter issued by Buyer's bank (template provided by Seller)
 - Authorization to verify the RWA letter by our bank

Note: We will forward Buyer's bank RWA letter to our bank only to get their ok to proceed with the Buyer. This shall protect us from non-performing parties.

3. Seller releases to Buyer the below listed Partial POP Documents.
 - (a) Refinery Commitment to Supply
 - (b) Certificate of Origin Note: We will forward Buyer's bank RWA letter to our bank only to get their ok to proceed with the Buyer. This shall protect us from non-performing parties.
 - (c) Statement of availability of product
 - (d) Product quality passport (Analysis test Report)

4. Buyer issues SBLC swift MT760 (According to the contract verbiage) within seven (7) banking days. Should buyer fail to issue instrument by the expiration of 7 business day, buyer alternatively issues a payment of five percent (5%) of the total value of the product within 3 business days to enable refinery to secure the following documents; Customs bond, Certificates of Inspection, ATA CARNET/Temporary shipment certificates, master receipt for sample, Weight Certificate, certificate of authenticity, Consular Invoice. If buyer fails to issue the alternative payment after 3 business days, contract is terminated. Russian refineries do not keep its

production allocation for new buyers for more than 14 business days when other serious and regular clients need same products.

5. Seller signs the CPA with a shipping company and issues the Full POP documents and 2% PB to buyer's bank.

- (a) Bill of Lading
- (b) Vessel Tanker Q88
- (c) Fresh SGS Report
- (d) Charter Party Agreement
- (e) Ownership Certificate
- (f) Title Transfer Affidavit
- (g) Product Allocation Certificate
- h) Ullage Report
- (i) Cargo Manifest
- (j) Notice of Readiness

6. Shipment commences as per contract schedule. Buyers Acceptance:

7. Within 3 working days of Vessel arrival, buyer release full payment via MT103 after CIQ/SGS at the destination port.

8. Seller pays all intermediaries accordingly within 72 hours.

Buyers Acceptance:

