



PROCEDURES DIP & PAY FOB ROTTERDAM

1. The Buyer sends ICPO on receipt and acceptance of the Seller's Soft Offer alongside with the Buyer's CP.
- 2, The Seller Issues Commercial Invoice (CI) for the Buyer's endorsement, alongside with passport product (Quality Certificate).
3. The Buyer signs and returns the CI to Seller with Copy of International Passport (Data Page) & (TSA) to the Seller.
4. All Parties sign NCNDA / IMFPA and return for the Seller's Bank acknowledgment. The Seller issues the readiness to inject and DTA with ATV, to Buyer.
5. The Buyer contacts the Seller Tank Administrator to execute the Quality & Quantity, and to register in the Tank Farm Terminal prior to the Inspection.
6. Upon the Successful Dip Test Inspection in the Sellers Tank, the Buyer Submits the TSR from his Tank Farm or NOR from his Shipping Company, and Seller Injects the product into the Buyer Tank or Vessel.
7. The Seller releases the Complete POP Documents to the Buyer, including the following documents;
 - A. ATSC "Authorization to Sell & Collect"
 - B. Certificate of Origin.
 - C. Injection Report.
 - D. Act of Transfer.
 - E. Resource Confirmation Letter (issued by the End-Refinery).
8. The Buyer issues 100% payment for the total product by MT103/TT Wire Transfer to the Seller.
9. The Seller transfers the product title with the complete POP Documents to the Buyer and pays commission to the Intermediaries as per Master Fee Agreement.
10. The Seller issues annual (12 months) delivery contract for the review and acceptance