



**FOB TANK TO VESSEL PROCEDURE (NON NEGOTIABLE)**

1. The Buyer sends ICPO along with TSA/CPA
2. The Seller Issues Commercial Invoice (C I) for the Buyer's endorsement
3. The Buyer signs and returns the CI to Seller
4. The Seller issues to the Buyer:
  - a) DTA
  - b) ATV
  - c) STATEMENT OF PRODUCT AVAILABILITY
  - d) CERTIFICATE OF ORIGIN
  - e) TSR
  - f) INJECTION REPORT
  - g) PRODUCT PASSPORT
5. The Buyer contacts the Seller Tank Administrator and PAY for 1 day tank extension to enable buyer 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 NOR from his Shipping Company or his Tank Storage Seller Injects the product into the Buyer Tank Storage. [SELLER NAME]
7. The Seller releases the Complete POP Documents to the Buyer, including the Resource Confirmation Letter.
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. The Seller pays the commission to both side intermediaries as per Master Fee Agreement.
10. The Seller issues an annual (12 months) delivery contract for review and acceptance.

**ENTERPRISE 8**

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