



«RES PROSPERE» ЖАУАПКЕРШІЛІГІ ШЕКТЕУЛІ СЕРІКТЕСТІГІ

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#### TTO REFINERY TRANSACTION PROCEDURES:

#### TANKER TAKE OVER TRANSACTION PROCEDURE

1. Buyer issue ICPO with banking details
2. Seller issues complete Tanker Take Over Draft contract of the loaded cargo (MOU)
3. Buyer signs TTO Draft (MOU) contract and return to the Seller
4. Seller endorse TTO contract (MOU), Seller sends to buyer, the following POP documents which were issued in the initial buyer's name via email.
  - Certificate of Product Origin
  - Product Passport (Quantity & Quality Dip Test Analysis Report)
  - Certificate of Quality
  - Bill of Lading
  - Tanker Vessel Q88 Document
  - E.T.A. (Estimated Time of Arrival) Of Vessel
  - Ullage Report
  - Freight/Cargo Manifest
  - Invoice
5. Buyer confirms and verifies the POP documents and Issue TT MT103 payment for the minimum of \$480.000 USD (Four-Hundred, Eighty-Thousand United State Dollars Only) of the total value of the product to Seller nominated account, to obtain Certificate of Ownership of the cargo and the Shipping document will be re-issued in the name of the potential buyer.
6. Seller will re-route the vessel to buyer's destination port upon confirmation of buyer's payment and sends to buyer the information of the clearing agent for the vessel simultaneously and the \$480,000 USD will be deducted from the total Cost of the product.
7. Upon arrival of the vessel at the buyer's discharge port, the buyer verifies the product, performs Dip Test on board seller's vessel and pays for the product via TT MT103 before CIQ and discharge of the vessel
8. Seller pays the intermediaries involved within 72 hours after receipt of payment of the product from the buyer.

SIGNED BY:

ALEXEY ROMAN

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