



WE TRUST GOD

# EXPORT DEPARTMENT

Website: [www.sugarbraz.com](http://www.sugarbraz.com)  
email: [contact@sugarbraz.com](mailto:contact@sugarbraz.com)

## WARNING

This is a **VERY IMPORTANT** message to **Buyers** and/or **Sellers** and all their peers, such as their agents and/or brokers, representatives, procurators, attorneys; Any person providing information and/or documents false, fraudulent or misleading, including; NCND/IMFPA - LOI - ICPO - RWA - BCL - FCO - POP - PASSAPORT between others, they will immediately reported to international authorities, I.C.C. - INTERPOL – EUROPOL, and Federal Police of the country of origin of buyers and Sellers.

## PROCEDURES

- 1- BUYER issue and send a **LOI** (Letter of Intent) in the name of our company; Will receive a **SOFT OFFER** from Seller; If accepted terms and conditions must signed and return to Seller together with **ICPO FULL**, with banking details and the **Company KYC**, **Company CIS** and **CIS of legal company** representative with passport copy, if procurator, send the business authorization (official), to make **DUE DILIGENCE**.
- 2 - Seller after **DUE DILIGENCE (DD)**, issue a **ICPO FULL** to BUYER, which must be stamped and signed by the Buyer and return to Seller.
- 3 - SELLER, After and if receive the signed **FCO**, which must issue the **DRAFT CONTRACT** with all clauses and send it to the buyer.
- 4 - BUYER, analyze all the Clauses, terms and conditions of **DRAFT CONTRACT**, if accepted, complete the data (if necessary), rubric and stamp all pages; **OTHERWISE**, issue a letter with the corrections and/or insertions, return to seller.
- 5 - BUYER send financial capacity proof, "RWA (Ready, Willing & Able) or BCL (Bank Comfort Letter) and Verbiage of financial instrument, agreed between parties in ciontract.
- 6 - SELLER, after receive the Draft Contract, duly initialed, signed and stamped by buyer, issue SPA (Sales and Purchase Agreement) and send a copy to buyer, duly initialed, signed.
- 7 - After both parties, signed, rubric and stamped the SPA, this agree will be blocked in PDF and must sent their respective banks (Seller & Buyer)
- 8 - BUYER instructs your bank to issue an **MT799**, for the seller's bank coordinates and send courtesy copy of SWIFT to seller.
- 9 - SELLER wait a confirmation of receipt of **MT799** and/or of Financial instrument agreed.
- 10 - After reveiving and block of financial instrument, defined in the contract; The Receptor bank, within **fifteen (15) days** issue for Buyer's Bank the Proof-of-Product (POP).  
The first loading starts in **60 days** or earlier, after financial instrument blocked.  
The cost CIF (Cost Insurance and Freight) are on account of the Seller, until the arrival on discharge port.  
All and any additional costs are on the Buyer's account.

## NO PERFORMANCE PAST

No BL Copies - Considered a violation of privacy and International Law (ICC Rules)

No SGS Reports Past – It is illegal according to ICC Rules

No Photographs – Inventories & stocks are constantly coming in and going out.

No Operative Performance Bond before Financial instrument.

No visit to loading port before issuance of payment instrument (contracts only)

No IMFPA before contract closed (accepted payment instrument in place)

**Samples are not used for the following reasons:** No sample will ever be from the same bag, batch, silo, consignment, order or shipment; Any sample is easily fabricated and does not represent a true sample of what will be received in a shipment.

A sample can easily be damaged by heat, moisture, humidity during transport, lose some of its oil content, protein content, moisture content and appearance etc.