

## **FOB: TANK TO VESSEL PROCEDURE (DIP AND PAY) NON-NEGOTIABLE (TANK EXTENSION)**

|                                                                                                                                                                                                                                 |
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| Buyer issues ICPO Seller issues Commercial Invoice (CI) for available quantity in Rotterdam storage tank, to be signed and returned by Buyer within 48 hours.                                                                   |
| 2. Seller provides POP documents (Refinery Commitment Letter, Tank Storage Receipt, Injection Report, Statement of Product Availability, ATSC, and Payment Invoice for Tank Extension) Buyer finalize tank extension for 3 days |
| 3. Seller issue ATV, Buyer conducts dip test upon receipt of Unconditional Dip Test Authorization (UDTA) within 48 hours.                                                                                                       |
| 4. Upon successful dip test, Seller provides fresh SGS report, Certificate of Origin, and Product Passport, Notarized NCNDA/IMFPA,                                                                                              |
| 5. Buyer provides CPA, vessel information (Q88), and Readiness to Receive Fuel (RTRF) or TSR for injection into Buyer's tanks.                                                                                                  |
| 6. Seller commences injection and issues Title of Ownership Certificate and export documentation.                                                                                                                               |
| 7. Buyer makes payment via MT103 or TT Wire Transfer, lifts the product, and Seller pays intermediaries Seller and Buyer sign a 12-month contract.                                                                              |

### **PLEASE NOTE**

**1<sup>ST</sup> step to start work with GTC, is to flow Non Negotiable procedures and Submit the TSA Along with the LOI to have it approved before issuing the ICPO.**

The ICPO/LOI must be issued on the buyer's official letterhead and duly signed and stamped by an authorized signatory.

It is mandatory that the document includes the buyer's bank name, full banking details, and the direct contact information of the bank officer.

The full names and official positions of the company

representative(s) signing the ICPO/LOI must be clearly stated. Failure to comply with these requirements renders the document legally invalid.

All documents must be current and freshly issued, with a maximum validity of 1–3 days. The letterhead of the company requesting

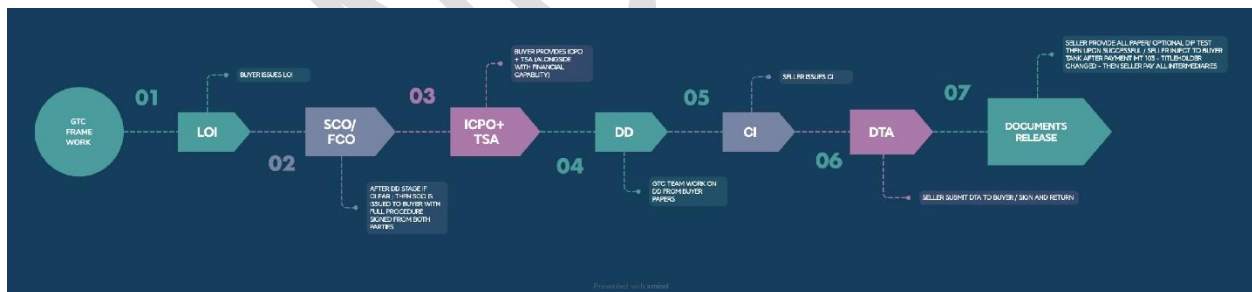
the commodity must strictly correspond to the bank account holder reflected in the provided banking information.

We do not accept delays under any of our transaction structures, including CIF, FOB, and TTO. Buyers must ensure their full readiness and financial capability prior to issuing the ICPO.

The ICPO must incorporate the seller's approved procedures, which are mandatory and must be strictly adhered to at every stage of the transaction, clearly defining both buyer and seller responsibilities.

Should any submitted documents fail to meet the above verification requirements offers will be void.

## Due Diligence process takes from 3 days to 1 week after Document submission



It is essential to ensure that all steps and documents in the transaction adhere to legal and regulatory requirements specific to the jurisdictions involved.