

An Introduction to Export

Course duration: 1 day

This training course will help you and your staff understand the mechanics of exporting from the documents you have to provide to the procedures you have to comply with.

Exporting requires much more attention to get the details correct, as incorrectly declared information can result in delays, causing unforeseen avoidable problems. This course will help you avoid these and the potential of additional costs.

We also highlight the documents and procedures where Brexit may have an effect. This is important to understand as it will prepare your company for the changes the decision to leave the EU will have.

Is it right for me?

This course is suitable for beginners, but also experienced exporters who may want an update on their own export documents and procedures, due to the continued changes in content and compliance.

What will I learn?

By the end of this workshop, you will understand:

- What an export is
- The role of the tariff code and the importance of correct classification
- What you as an exporter are responsible for even if certain procedures are carried out by a third party such as a freight forwarder
- How to produce the necessary documentation for an international shipment
- The information required for Customs
- How to use most appropriate Incoterms® for the shipment of your products
- The basics of letters of credit
- The cost implications of export documents and procedures
- Preferential trade agreements, how they work and documents associated with them
- How rules of origin work, how to apply them and the benefits

What will it cover?

Introduction to Export

- What is an export?
- What are the extra considerations required?

Customs and Packing

- Customs declarations and compliance
- Union customs code
- Export packing requirements

Export Documents

- Commercial invoice
- Packing list explanation
- Shipping documentation and modes of transport
- ATA Carnet
- Export licence

Methods of Payment

- Explanation of the different methods of payment
- VAT for EU business

Incoterms® 2010

- An overview of the obligations of all the terms
- Risks and responsibilities of the buyer and seller
- Cost transfer between buyer and seller
- Variations of Incoterms®

Product Classification Process and Documents

- Commodity code explanation
- EUR1 & ATR1
- Arab certificate of origin
- EC certificate of origin
- Preferential trade agreements
- The rules of origin
- Check overseas import customs rates

Q & A, Review & Close

Reasons

- CPD accredited (10 points)
- Key procedures and documents

Why wait?

International business done correctly will help any business grow. Getting and keeping up to date with the changing export documents and procedure requirements, will only benefit your business.

Attending this course will answer cover these points and more, giving each delegate the tools to ensure that each shipment is done in the most cost effective and efficient manner. The result being much more chance of growing export sales.

Delays and penalties caused by incorrect declarations and non-adherence to procedures, will not only reduce profitability, but will harm any developed business relationship, making it a little harder when the next potential order comes round.