**LETTER OF INTENT**

We **[Insert Here Your Company Name]** hereby state with full corporate responsibility that it is our intention to purchase, the following commodity as per the terms and conditions stated below:

Commodity: **Click and choose commodity**

Quantity: **[Insert Here Quantity]**

Delivery: **[Insert Here Delivery Terms]**

Contract: **[Insert Here Your Contract Details]**

Price: **[Insert Here Price]**

Commissions: **[Insert Here Commissions Details]**

Payment: **[Insert Here Payment Details]**

PROCEDURE:

1. Buyer issue LOI
2. Seller sends FCO including Factory License and Analytical report and invitation to factory.
3. Seller send draft contract for buyers amendments
4. Buyer resend the draft contract signed Electronically (the hard copy will be signed by TTM in sellers factory )
5. Buyer bank send Draft for LC or SWIFT
6. Seller bank reconfirm the acceptance of the LC and send Partial POP
7. Buyer open non-operative non-transferable DLC which will be activated by the seller’s 2% PB.
8. Buyer bank will release the payment against full POP documents in 3 original and 3 copy as follow:
9. Bill of lading
10. Packing List
11. SGS Report for Quality & Quantity
12. Insurance Certificate
13. Certificate of Origin issued by
14. Non-Radioactive Certificate
15. Commercial Invoice
16. Export Certificate.

First loading has to be within **[Insert Here Number of days]** days afer non-operative LC or SWIFT.

The payment procedure will be negotiated at the TTM in the factory.