



## Export quotation checklist

Before you send out an export quote, make sure that in addition to the cost of the item to be exported you have the cost of the following items covered:

1. Packaging to suit the mode of transport and destination
2. Labelling of the item according to destination requirements
3. Labelling of the packaging according to mode of transport and country requirements
4. Export documentation such as Certificates of Origin
5. Product approvals and testing
6. Customs clearance
7. Freight costs in accordance with your choice of INCOTerm
8. Import duty and tax at destination in accordance with your choice of INCOTerm
9. Insurance in accordance with your choice of INCOTerm
10. Labour and administration costs

Failure to take any of the above into account can leave the unwary exporter with costs well in excess of any anticipated profit.

To ensure your quotes are fit for purpose contact the experts today:

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