

IMPORT/EXPORT ESSENTIALS FOR INTERNATIONAL TRADE

BUSINESS ISSUES WORKSHOP

DATE:18TH FEBRUARY 2020**VENUE:**CBA OFFICES
GROUP HOUSE
SOUTHMERE
COURT
ELECTRA WAY
CREWE BUSINESS
PARK
CREWE
CW1 6GU**DELEGATE COST:****MEMBER RATE**
£200.00 + VATCHEMICAL BUSINESS
ASSOCIATION
GROUP HOUSE
SOUTHMERE COURT
ELECTRA WAY
CREWE BUSINESS PARK
CREWE, CHESHIRE CW1 6GUPhone: +44 01270 258200
Fax: +44 01270 258444
E-mail: cba@chemical.org.uk

Why Attend?

This workshop will provide an introduction to international trade and will cover all the essential elements involved in importing and exporting, including key topics such as tariff classification, documentation, customs procedures, paying duty and VAT. Whether in sourcing, procurement, finance, customer services, shipping or administration, attendance will increase your confidence and awareness.

The workshop will review the key areas of customs and export compliance currently in place and how they practically affect your business operations. The event will not be able to anticipate the future trading arrangements with the EU, but will give businesses a chance to review their current international trade activities and what could be different when the UK leaves the EU.

Who should attend?

This training course is a must for anyone involved in importing and/or exporting.

Presentations will be given by an expert in the import and export of goods:

- *International & EU trade*
- *Tariff Classification*
- *INCOTERMS 2020*
- *Export Procedures*
- *Origin of Goods*
- *Customs Control*
- *Valuation of goods*
- *Customs Procedure Codes*
- *Record keeping*
- *Working with HMRC*



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PROPOSED OUTLINE AGENDA AND BOOKING DETAILS

CONFIRMATION

Confirmation of booking will be issued by email, when the booking is processed. **DO NOT make any travel arrangements without confirmation.**

Joining instructions will be issued by email a week prior to the event.

PAYMENT/CANCELLATIONS

ALL PAYMENTS MUST BE RECEIVED BEFORE 20TH JANUARY 2020 AND ANY CANCELLATIONS MADE AFTER THIS DATE ARE NON-REFUNABLE/LIABLE FOR PAYMENT

Payment may be made by Cheque, BACS, or Credit Card (Credit / Debit Card charges apply as follows; Debit Cards + 0.55% / Personal Credit Cards (Visa or Mastercard only) + 1.681% / Corporate Credit Cards (Visa or Mastercard only) +2.555%). Cheques and bankers drafts must be in Sterling and should be made payable to Chemical Business Association. Please ensure that the total amount includes VAT.

Chemical Business Association bank details:

NatWest Bank plc, Liverpool Street Station

216 Bishopsgate, London, EC2M 4QB

Sort Code: 50-00-00

Account No 00420034

Swift No: NWBK GB 2L

IBAN No: GB063 NWBK 5000 0000 4200 34

VAT No: 238409160

Under UK excise regulations delegates from all countries are required to pay VAT on any course taking place in the UK.

SUBSTITUTIONS

Substitutions at the same membership level can be accepted at any time.

CONTENT

There may be occasions when changes in programme content, speakers, timing and location have to be made for reasons outside our control. CBA accepts no responsibility for the opinions of speakers or any other persons expressed on its courses. In the event that CBA has to cancel a course a full refund will be given. CBA accepts no responsibility for any travel arrangements or cost due to cancellation.

ACCESS REQUIREMENTS

To help us ensure that all delegates attending the event are able to participate fully, please let us know about any requirements you have by contacting Vanessa.henshall@chemical.org.uk.

DIETARY REQUIREMENTS

Please inform us if you need us to cater for any specific dietary requirements.

DATA PROTECTION

CBA processes the information provided by its members and non-members to enable it to carry out its activities in accordance with its objectives and for its administrative purposes. We may use the information to tell you about our other products and services. We will not make it available to any other person without prior consent from you.

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|--------------|---|
| 10:00 | WELCOME & REGISTRATION |
| 10:15 | What are the rules relating to international trade? |
| | The importance of tariff classification |
| | INCOTERMS 2020 & using the right shipping terms |
| | Export procedures, ECS & EAD |
| | What are the rules relating to origin? |
| 12:40 | LUNCH |
| | Customs Procedure and CPC |
| | Valuation rules for duty & VAT |
| | Working with freight forwarders & clearing agents |
| | Record keeping & working with HMRC |
| 15:15 | Q&A |

COMPUTER FRIENDLY FORM

BOOKING FORM

| | | |
|--|---------------|------------|
| Company: | | |
| Address (including Postal Code) | | |
| Tel No. | | Fax No. |
| Booked by: | | |
| Email Address: | | |
| Membership Category | Member | Non-Member |
| Purchase Order No. | | |
| Accounts Department Email Address | | |
| Delegate Details | | |
| Title (Mr, Mrs, Ms, etc.), First & Last Name | Email Address | |
| | | |
| | | |
| Any Special Dietary Requirements? | | |