

# Practical Exporting

15 OCTOBER 2020  
09:30 - 16:30

## QUALIFIES TOWARDS YOUR FOUNDATION AWARD

The importance of understanding and completing export documentation is crucial for any business trading internationally. The delay of getting the goods to your customer seriously affects your reputation and the increased costs have an influence on your profit margins. The country or customer requirements need to be recognised before an order is accepted, as some form of documentation will be required even if you sell on an ex works basis. HM Revenue and Customs will require evidence of removal and the mandatory obligations are not to be ignored even if the procedure is outsourced.

### COURSE CONTENT

- > The importance of Incoterms®
- > Explanation of the cost and risk using Incoterms®
- > Understanding the role of HM Revenue and Customs
- > Understanding Commodity Codes
- > What is an export declaration
- > HM Revenue and Customs documents
- > How to complete HM Revenue and Customs documentation
- > The use of Certificates of Origin
- > What should a Commercial Invoice include and other relevant documents
- > An explanation of the various transport documents
- > How to calculate a freight rate
- > Workshop
- > Summary, questions and feedback

**Delegates will depart with a full set of informative notes.**

### VENUE

Chamber of Commerce Training Suite,  
Red Rose Court, Clayton Business Park,  
Accrington, BB5 5JR.

### COST

MEMBERS: **£420** + VAT per delegate

NON MEMBER: **£840** + VAT per delegate

\* Buffet lunch included

### FOUNDATION AWARD

9 nationally accredited courses covering a core international trade curriculum and mapped to level 2 NVQ. Achievable on completing 6 of the 9 modules.

“As a newcomer to International trade, the learning experience I gained from the Practical Exporting day has been extremely beneficial, and has allowed myself to develop a deeper understanding of the export practices within my role at Fort Vale Engineering”.

MICHELLE STAVELEY, Fort Vale Engineering Ltd

To reserve your place please contact Chloe Platt on **01254 356473** / [international@chamberelancs.co.uk](mailto:international@chamberelancs.co.uk)