



Strong & Herd
Import and Export Services

BEGINNERS GUIDE TO EXPORTING **AND IMPORTING**

One Day Course

Registration/Coffee: 09.00 Start: 09.15 Lunch: 13.00 Close: 17.00

This course is aimed at newcomers to the world of export and import. Ideal for trainees, new starters or individuals returning to the industry. One day interactive and information session covering all the basics from end to end supply chain.

An interactive day with quizzes and exercises to help delegates understand the importance of being a compliant exporter and importer.



Topics covered:

- **WHAT IS AN EXPORT/IMPORT:** Key points to consider
- **DOCUMENTATION:** Minimum Requirements and Exporter's Responsibilities
- **TRANSPORTATION OPTIONS, COSTS AND INSURANCE RESPONSIBILITIES:** Different ways to move goods. Incoterms introduction
- **WHY ARE WE EXPORTING AND IMPORTING:** Overview of CPC Codes
- **UK CUSTOMS REQUIREMENTS:** At Export and Import
- **TARIFF CLASSIFICATION:** The importance of classifying your goods correctly
- **UK CUSTOMS SPECIAL PROCEDURES:** Overview of options available (Customs Warehousing, IP, OP, RGR)
- **UK EXPORT / IMPORT CLEARANCE:** Requirements to clear goods through customs. Payments to HMRC
- **VALUATION:** Why an accurate declaration is so important.
- **DEALING WITH THE EU VERSUS DEALING WITH THE REST OF WORLD:** How the supply chain differs depending on where your customer or supplier is located. BREXIT.
- **CUSTOMER SATISFACTION:** Supplying the information your customer needs to know in a timely manner.
- **GETTING PAID:** The different ways businesses get paid for their goods.
- **ACRONYMS:** Making sense of the jargon