



SHIPPING GUIDELINES

Consignee/Notify party:

BARAKAT VEGETABLES AND FRUITS CO.LLC
SHOP 27A, WHOLESALE BUILDING NO-2,
FRUITS AND VEGETABLES MARKET, AL AWEER
DUBAI,
UNITED ARAB EMIRATES
P.O.BOX 11286

TEL: - 971 4 3335666, FAX:- 971 4 3335665

Email: - george@barakatgroup.ae

KEY CONTACT PERSON: - Mr. George J Rodrigues

Central Purchase Manager

MOBILE: - 971 56 1977791

The documents listed below should be compulsorily available in Original for every Air and Sea consignment shipped. All our valued Shippers / Suppliers are directed to abide by the below listed requirements and all are reminded that no leniency / allowances will be permitted by the authorities henceforth for documentation discrepancies. We urge you to extend whole-hearted cooperation in this implementation to avoid undue delays / detention for shipment clearance at our end. Barakat cannot be held responsible for the fines incurred for not adhering to the guidelines.

DOCUMENTATION

- Original Commercial Invoice (with Quantity and Weights in concurrence with the Actual quantity shipped). This document must be Signed and duly attested with Company Stamp.
- The Clearance Invoice should indicate accurate information of the following fields: AWB/SWB number, Invoice number, Invoice date, Product description, Gross quantity, Net quantity, Total Invoice value, Incoterms and bank details.

Please ensure that the information provided on both 'Clearing' and 'Accounting Invoice' should be the same and any subsequent changes in quantity or price made, shall attract penalty for amending such data due to VAT declarations made at the time of clearance. Such penalties paid (if any) will be on account of the supplier.

- Payments shall be processed based on the Clearance Invoice received.
- Please note that VAT regulations has been implemented in the UAE since January 1, 2018. It is mandatory to mention the correct **consignee details** and the TRN Number on the invoice. Barakat's TRN number is mentioned below and need to be quoted on all invoices without fail. Failure to do so will attract steep penalties in line with the VAT regulation and will be charged to the supplier.

TRN number (100009274000003)



- Supplier should ensure that no additional items are included into the shipment without supporting documents such as Invoice, Phyto and Test certificates (where necessary).
- Sales/Tax Invoice are not permissible. The invoice may indicate 'Commercial'/'Pro-forma' or simply 'Invoice'.
- Packing List (with Quantity and Weights both Gross and Net in concurrence with the Actual shipped quantity)
- Airway Bill / Bill of Lading (with Quantity and Weights in concurrence with the Actual shipped quantity)
- Certificate of Origin (with Quantity and Weights in concurrence with the Actual shipped quantity)
- Phytosanitary Certificate (with Quantity and Weights in concurrence with the Actual shipped quantity). All products listed on the Invoice should have a corresponding Phyto- sanitary document issued and provided without fail. Failure to provide a Phyto-sanitary for an item on the Invoice, will only result in detention of such Items and consequent rejection to release by the Customs. If such instances should occur, then Barakat will be forced to back charge the Shipper for these items (Invoiced without Phyto-sanitary documentation).
An additional declaration for the Phyto sanitary certificate stating, "The consignment is free from 'Fall Army Worm' (Spodoptera Frugiperda) on the basis of visual inspection" should be mandatorily included where required.
- **Net and Gross weights should match across all documents.**
- **Please ensure all shipment documents are emailed to the following email addresses import@barakatgroup.ae , george@barakatgroup.ae , ariun@barakatgroup.ae Irshad.p@barakatgroup.ae (especially for air shipments), well before shipment arrival.**
- A copy of all the original Documents (Invoice, AWB, Phyto-sanitary Certificate and Certificate of Origin) must be emailed to import@barakatuae.ae at least 6- 8 Hours in advance of shipment arrival in case of Air shipments.
- All original documents should be sent along with the consignment (air shipments) or by courier to avoid placing an Undertaking with the Dubai Municipality / Customs for clearance.
- At the time of clearance, we cannot be held responsible for Original documents that are stowed away / placed inside the pallets.
- If the Shipper fails to send / communicate the documents in advance as prescribed above or if the consignment arrives without the necessary documentation, then the Shipment will be cleared only after the Delivery Order is issued. Any extra charges / storage incurred in this connection will be levied on the Shipper without excuse.

PAYMENT TERMS

- **Payments for all shipments physically arrived within the month will be processed by the 30th/31st of the following month, provided, the financial statement of accounts are submitted by the end of the month of shipment arrival.**
- All monthly statement of account and credit/debit notes are to be forwarded to sini.j@barakatgroup.ae at the end of every month for payment purposes. No payments will be processed on failure to provide the statement of account.
