



货运代理资料上传简明指南

请根据本指南提供的方法, 通过Export Portal网站上传资料。

资料类型

标准资料

- 护照或政府部门颁发的身份证件;
- 营业执照;
- 税号;
- 责任保险证书。

可接受的文件类型

- PDF
- JPG
- JPEG
- PNG

文件要求

最大文件大小

- 2MB
- 若文件超过最大限制, 请缩小文件。
- 资料可按类别逐个上传。
- 请务必上传所有资料。如果没有按要求上传所有指定的资料, 账户申请将无法通过审核。

审核过程通常需要2-5个工作日。

请仔细检查, 确保上传的资料符合以下要求:

- 正确、真实;
- 资料中的姓名应与您填写的姓名一致;
- 资料中的公司名应与您填写的公司名一致;
- 资料文件图像清晰、字迹清楚;
- 资料须在有效期内。如果过期, 需提供续期证明;
- 资料中的地址应与您填写的地址一致;
- 请确保贵公司已在贵国的工商登记部门注册登记。

以上要求只要有一项不符, 您的资料将无法通过审核。

货运代理操作步骤

1. 输入账号

点击注册确认链接、完成注册之后,须输入注册Export Portal账户所用的邮箱地址和密码,再次登入账户。

2. 审核页面

登入账户之后,会打开一个新窗口。在该窗口中进行四步操作,完善个人资料:

- 账户审核;
- 公司主要信息;
- 个人信息。

我们建议您从“**账户审核**”开始,先提交所需资料。这样可以在资料接受审核的同时填写其它信息。

3. 上传资料之前

点击“**账户审核**”按钮,转到审核页面。

在此页面,作为“认证货运代理”,您需上传两类文件:



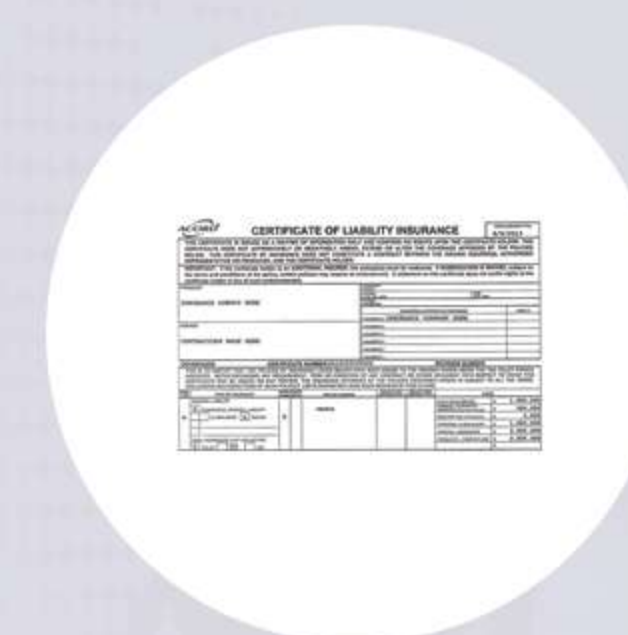
护照或政府部门
颁发的身份证件;



营业执照;



税号;



责任保险证书。

如果您确定您的资料没有问题,但是仍有个别细节不符,请联系我们的客服,告知您的具体情况。



4. 替代资料

有些资料可以用Export Portal接受的其它资料替代, 包括:

护照或政府部门颁发的身份证件的资料:



驾照;



身份证;



税务登记证;



户口本/居住证。

营业执照替代资料:

- 登记证;
- 公司注册证/公司章程;
- 公司注册书;
- 公司注册文件。

税号

责任保险证书

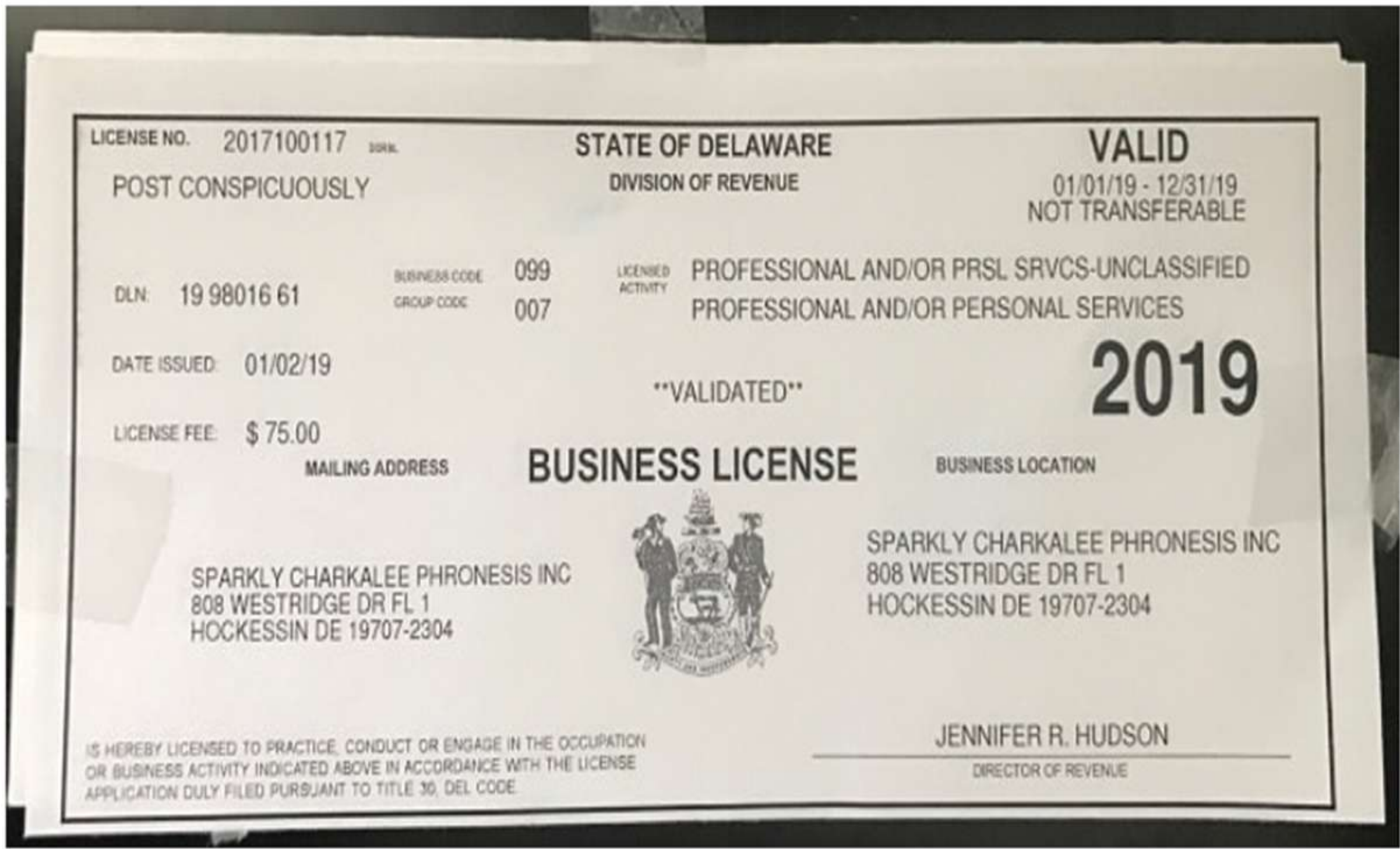
5. 上传资料

1. 先点击“上传文件”按钮, 选择要本地上传的文件。
2. 然后点击“确认”, 将文件导入我们的系统

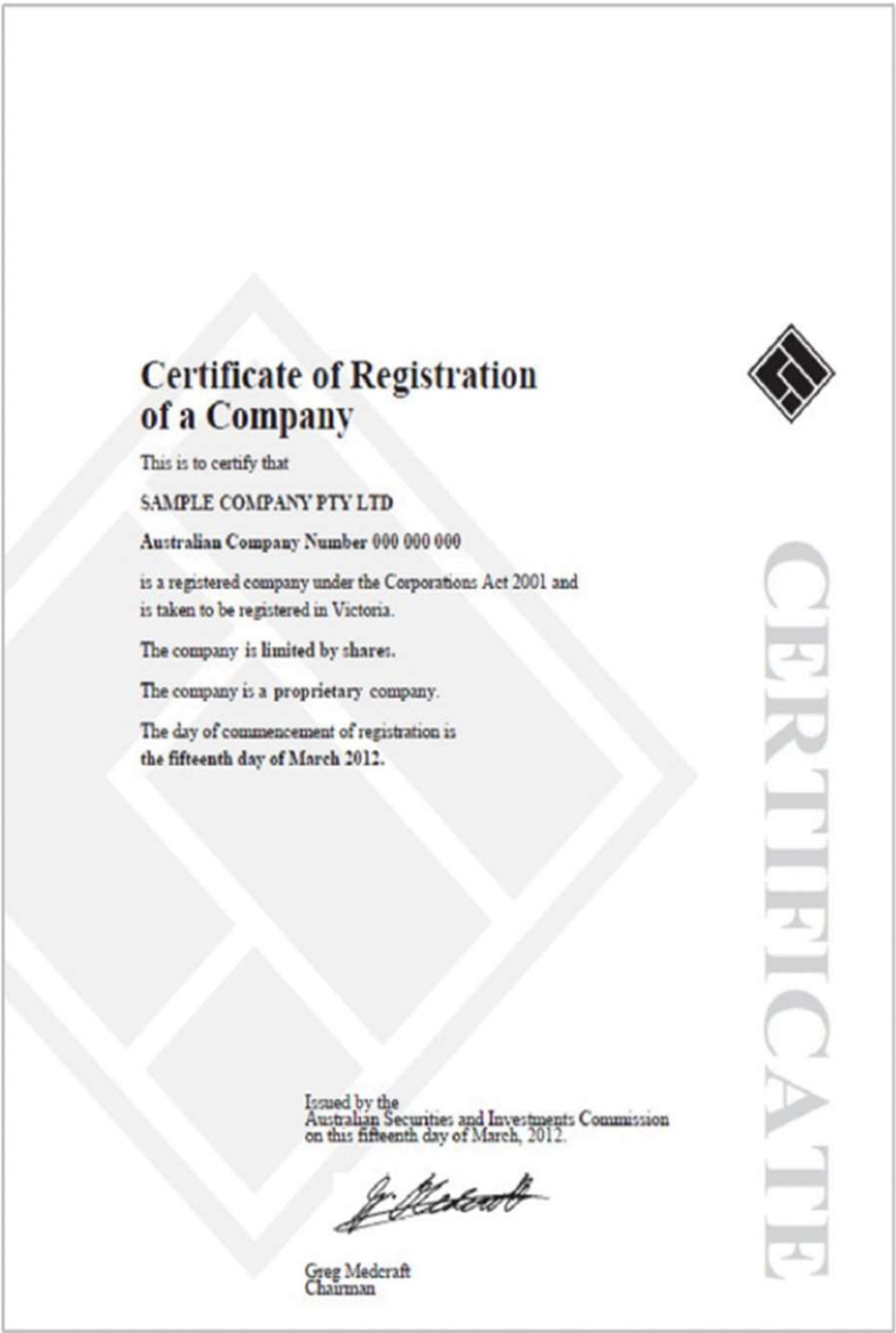
以下是我们所接受的各国营业执照替代资料范本:



美国(美国公司注册处颁发)




澳大利亚(澳大利亚证券投资委员会)





税务登记证范本：

美国：



STATE OF NEVADA
DEPARTMENT OF TAXATION
Web Site: <http://tax.nv.gov>
1550 College Parkway, Suite 115
Carson City, Nevada 89706-7937
Phone: (775) 684-2000 Fax: (775) 684-2020
Call Center: (866) 962-3707

RENO OFFICE
4600 Ketchum Lane
Building L, Suite 235
Reno, Nevada 89502
Phone: (775) 687-9999 Fax: (775) 688-1303

HENDERSON OFFICE
2650 Paseo Verde Parkway, Suite 180
Henderson, Nevada 89014
Phone: (702) 486-2300 Fax: (702) 486-3377

BRIAN SANDOVAL
Governor

JOAN LAMBERT
Chair, Nevada Tax Commission

DEONNE E. CONTINE
Executive Director

LAS VEGAS OFFICE
Grant Sawyer Office Bldg., Suite 1300
855 E. Washington Avenue
Las Vegas, Nevada 89101
Phone: (702) 495-2300 Fax: (702) 486-2373

EXAMPLE BUSINESS ENTITY LLC
100 E MAIN LN STE 1
RENO NV 89502-1111

Taxpayer ID: 1111111111
NV Business ID: NV2222222222
Correspondence ID: 1234567890987

WELCOME TO NEVADA COMMERCE TAX
Attention Tax Preparers: This notice must be forwarded to the Taxpayer.

Dear Taxpayer:

Effective July 1, 2015 the law SB483, enacted by the 78th (2015) Nevada Legislature, imposes an annual commerce tax on

南非：



South African Revenue Service

Tax Clearance Certificate Number
0062/2015/0007397129

Tax Clearance Certificate - Good Standing

Enquiries
0800 00 7277
Approved Date
2015-07-31
Expiry Date
2016-07-30

Company Registration Number
2014/092745/07

Income Tax
9029418242 - DTP TRANSPORTATION (PTY) LTD

Trading Name
DTP TRANSPORTATION

Tender Number
GoodStanding

It is hereby confirmed that, on the basis of the information at my disposal, the above-mentioned taxpayer has complied with the requirements as set out in section 256(3) of the Tax Administration Act.

This certificate is valid for a period of 12 months unless otherwise communicated by SARS.

Verification of this certificate can be done at any SARS Revenue office nationwide.


Photo copies of this certificate are not valid.

SARS reserves the right to withdraw this certificate at any time should any taxes, levies or duties become due and outstanding by the above taxpayer during the one year period for which the certificate is valid.

This certificate is issued free of charge by SARS.

责任保险证书范本：

美国：



CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUEGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
MARSH USA, INC.
99 HIGH STREET
BOSTON, MA 02118
Attn: Brian Leffinger@marsh.com Fax: 212-448-4377

INSURED
RUBEN LLC
1465 Market Street, 4th Floor
San Francisco, CA 94103

CERTIFICATE NUMBER: NYC 48963201-01

REVISION NUMBER: 1

COVERAGE
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF INSURANCE	INSURER	POLICY NUMBER	POLICY EFF. DATE	POLICY EXPI. DATE	LIMITS
GENERAL LIABILITY	COMMERCE GENERAL LIABILITY				
	CLAIMS MADE				
	GENERAL AGGREGATE LIMIT APPLIES PER:				
	Policy				
	Limit				
	Retentions				
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY				
	ANY FIDELITY & SURETY EXCEPTIVE				
	STOLEN OR MISAPPROPRIATION OF FUNDS				
	DESCRIPTION OF OPERATIONS/VEHICLES				

DESCRIPTION OF OPERATIONS/VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Particular to policy terms and conditions:

A. "Named Operator(s)" are defined as those named in a contract with a named insured (including Ruben LLC) prior to the time of an accident.

B. Covered vehicles are private passenger vehicles being used following the Named Operator's signed and initialed application to provide transportation services while the named operator is in the mode to the pick up location of the requested transportation services, or traveling to the drop location of the requested transportation services, including but not limited to, dropping off of passengers.


CERTIFICATE HOLDER
RUBEN LLC
1465 Market Street, 4th Floor
San Francisco, CA 94103

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
of Marsh USA, Inc.
Manushi Mukherjee

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美国：



Trishantha Singh
Technical Broker

Marsh (Pty) Limited
100 Clark Street
Brynaton
Pretoria
0181
+27 12 748 5020
Fax +27 66 623 6571
trishantha.singh@marsh.com
www.marsh.africa.com

Rita Fouché
26 September 2015

Subject: Confirmation of Insurance

To Whom It May Concern

We hereby confirm that we act as Insurance Brokers for SNA Civil and Structural Engineers (Pty) Ltd and that the following insurance is in place, effective 01 October 2014 – 30 September 2015, and 01 October 2015 – 30 September 2016.

Insurer: Holland Insurance Company Limited
RedCarpet policy no.: 770308007
Liability Indemnity Limit: R 5 000 000.00 each and every loss in respect of the Hangar

Insurer: Camague Underwriting Managers (Pty) Limited
RedCarpet policy no.: 770308006
Public Liability Indemnity Limit: R 1 000 000.00 each and every loss
Pollution Liability: R 1 000 000.00
Statutory Defence Costs: R 250 000.00
Wrongful Arrest: R 250 000.00
Defamation: R 250 000.00
Employer's Liability: R 1 000 000.00
Breach of Copyright: R 250 000.00

Insurer: AIG South Africa Limited
RedCarpet policy no.: 770308011
Top-up Liability – subject to underlying policy: R 30 000 000.00

Cover is subject to terms and conditions stated in policy schedule and – wording, and is governed by the laws of the Republic of South Africa whose courts will have jurisdiction in any dispute arising hereunder.

Sincerely,
Trishantha Singh
Technical Broker

As authorized financial services provider
Financial Services License No. 26761
Registration No. 1999/0000000
Business Address: 40 Botolph Claydon, 2nd Floor, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 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