


<b>C-TRU PROCESS EQUIPMENTS</b> 53, Satyam Ind. Estate, Subhash Road, Jogeshwari (E), Mumbai 400060 <b>INDIA</b>	Terms	Doc No : T-003	
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<b>DOMESTIC SHIPPING POLICY</b>			

All domestic supplies will be dispatched using one of the enclosed Incoterm methods

C- TRU works within the Incoterm options listed below

This policy has been developed to help C-TRU and the customer clearly define the responsibilities, procedures and required information needed to fulfill the Purchase Order in the most expedient and economical means possible.

Incoterms define the responsibility of the buyer and seller (C- TRU) but it does not communicate

- Communicate payment Terms
- Convey title of the goods

Purpose of Incoterms

- Define the role and responsibilities of the buyer and seller ( C- TRU) for the delivery of the goods
- Determine how costs and risks are allocated.
- Incoterms are not a law but a set of rules that are prevalent in the industry and followed by C-TRU

**EX-WORKS** is our recommended and preferred method of shipment




Purchase Order Requirements

The following is a check list of information that must be listed before any purchase order is accepted and processed:

- 1) Name and invoicing address of the buyer.
- 2) Name and shipping address of the ultimate destination including contact name and phone number
- 3) Purchase Order Number and Date
- 4) Approved Payment terms
- 5) Quantity , description and price of the product being purchased
- 6) Excise Control Code Number
- 7) State TIN number
- 8) Central Sales Tax Number
- 9) Information on the form requirements for availing concessional statutory levies like “C” form / dispatch to EOU / SEZ etc.
- 10) State Specific Road Permit requirements to be advised and relevant forms to be sent.
- 11) Freight payment terms (i.e. Prepaid or collect )

**Please note that C-TRU cannot proceed to manufacture goods without fully knowing the requirements of the purchase order.**

<b>Fully PED Compliant</b>		<b>CE Marked where Relevant</b>	
<b>PRODUCTS / SERVICES ARE SOLD SUBJECT TO COMMERCIAL TERMS ON OUR WEBSITE</b>			
<b>C-TRU PRODUCT RANGE</b>			
“LEVELTROL” Liquid Level Gauges	“ARSEN” Sight Flow Indicators	“FLOCLEAN” Strainers	
“LEVELTROL” Liquid Level Switches	“ARSEN” Flush Bottom Valves	Toughened Borosilicate Glasses	
Tel: +91-22-32963546/65081035, Fax: +91-22-28361150 E mail: <a href="mailto:sales@arsen-india.com">sales@arsen-india.com</a> Website: <a href="http://www.arsen-india.com">www.arsen-india.com</a>			

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**Ex-Works:**

Ex- Works means that the seller delivers when he places the goods at the disposal of the buyer at the seller’s premises and not loaded on any collecting vehicle

The term thus represents the minimum obligation for the seller, and the buyer has to bear all costs and risks involved in taking the goods from the Seller’s premises

Incoterm Service		Storage at C-TRU factory	Packing	Loading at C-TRU	Local Freight to Transport’s godown	Freight to destination	Insurance	Delivery charges to final destination
Ex-Works	Who Pays	C-TRU	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer

**Standard Shipments**

Buyer’s Responsibility: Provide complete contact information for final consignee ( Name, E Mail address, telephone number mobile number. ). Dictate any special requirements

C-TRU’s Responsibility: Provide Invoice and give required instruction to transporter

**F.O.R Factory Location:**

F.O.R Factory Location means that the seller delivers the goods to the transporter. If delivery occurs at the seller’s premises the seller is responsible for loading. If delivery occurs at any other place the seller is not responsible for local freight to transporter’s godown or unloading.

If the buyer nominates a person other than a transporter to receive the goods, the seller is deemed to have fulfilled his obligation to deliver the goods when they are delivered to that person.

Incoterm Service		Storage at C-TRU factory	Packing	Loading at C-TRU	Local Freight to Transport’s godown	Freight to destination	Insurance	Delivery charges to final destination
F.O.R Factory location	Who Pays	C-TRU	C-TRU	C-TRU	Buyer	Buyer	Buyer	Buyer




**Standard Shipments**

Buyer’s Responsibility: Provide complete contact information for final consignee (Name, E Mail address, telephone number, mobile number). Dictate any special requirements

C-TRU’s Responsibility: Provide Invoice and give required instruction to transporter.

**Note: Forwarding charges to transporters godown are Maximum Rs. 1000/- for each dispatch.**

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**F.O.R Transporter’s Godown:**

F.O.R Transporter’s Godown means the seller delivers the goods to the transporter.

Incoterm Service		Storage at C-TRU factory	Packing	Loading at C-TRU	Local Freight to Transport’s godown	Freight to destination	Insurance	Delivery charges to final destination
F.O.R Transporter’s godown	Who Pays	C-TRU	C-TRU	C-TRU	C-TRU	Buyer	Buyer	Buyer

**Standard Shipments**

Buyer’s Responsibility: Provide complete contact information for final consignee (Name, E Mail address, telephone number mobile number). Dictate any special requirements

C-TRU’s Responsibility: Provide Invoice and give required instruction to transporter.

**F.O.R Destination:**

FOR Destination means the seller delivers the goods to the transporter local godown for delivery to the transporter’s godown at the destination freight duly paid.


Incoterm Service		Storage at C-TRU factory	Packing	Loading at C-TRU	Local Freight to Transport’s godown	Freight to destination	Insurance	Delivery charges to final destination / Site
F.O.R Destination	Who Pays	C-TRU	C-TRU	C-TRU	C-TRU	C-TRU	Buyer	Buyer

**Standard Shipments**

Buyer’s Responsibility: Provide complete contact information for final consignee (Name, E Mail address, telephone number mobile number). Dictate any special requirements

C-TRU’s Responsibility: Provide Invoice and give required instruction to transporter.

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**FOR Site:**

FOR SITE means the seller delivers the goods to the transporter local godown for delivery to the destination freight duly paid. Delivery charges to the site from the destination transporters godown are to be borne by the seller

Incoterm Service		Storage at C-TRU factory	Packing	Loading at C-TRU	Local Freight to Transport's godown	Freight to destination	Insurance	Delivery charges to final destination / Site
FOR Site	Who Pays	C-TRU	C-TRU	C-TRU	C-TRU	C-TRU	Buyer	C-TRU

**Standard Shipments**

Buyer's Responsibility: Provide complete contact information for final consignee (Name, E Mail address, telephone number mobile number). Dictate any special requirements

C-TRU's Responsibility: Provide Invoice and give required instruction to transporter.

All town levies (Octroi where applicable for all the above are to be borne by the buyer)

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