

6. **Fix the price for Export**
  1. FOB - Free on Board
  2. C & F - Cost and Freight
  3. CIF - Cost, Insurance, Freight

(Quote the price in US Dollar/ Pound Sterling/ Euro/ Japan Yen)
7. **Payment Terms Fixation**
  1. Advance Payment
  2. Letter of Credit (L/C)
  3. Document against Payment (D.P. at site)
  4. Document against acceptance ( D.A.)
8. **Get Export Order / Letter of Credit**
  1. Price (Seaport / Airport to be mentioned)
  2. Date of Shipment
  3. Mode of Payment
9. **Bank finance for Export - Packing Credit etc.,**
10. **Insurance - ECGC Policy to cover all risk. Also to verify the Credit worthiness of your Buyer. ECGC Office Address :**
  - a) **Spencer Towers 7th Floor,**  
**770 A Anna Salai,**  
**Chennai - 600 002**  
**Ph : 044-28491026**
  - b) **First Floor, 12, KamarajarNagar, 2nd Street,**  
**OCPM School Road,**  
**Chinna Chokkikulam,**  
**Madurai - 625 002**  
**Ph : 0452 - 2520340**

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