



Export Trade Document Preparation Services

Letters of Credit and Documentary Collections can dramatically accelerate payment receipt and minimize payment risk for international transactions but only if the underlying documents are prepared quickly and accurately.

With annual transaction values of almost \$10 billion, Trade Technologies delivers unmatched international trade document services for over 1,500 global exporters. We combine cutting-edge technology, trade documentation experts and best-in-class processes to streamline the creation and delivery of letter of credit and other complex trade payment documentation. By outsourcing document processing to Trade Technologies, our customers are consistently paid faster and more reliably with lower overall costs.

Service Summary

Our document preparation services are handled by skilled trade documentation experts in local offices around the world.

Highlights of our services include:

- Review letter of credit terms and provide expert feedback regarding required amendments.
- Prepare compliant exporter documents including invoices, packing lists, beneficiary certificates and drafts.
- Coordinate and obtain all required third-party documents such as transport documents, insurance certificates and inspection certificates.
- Present documents online to the negotiating bank accelerating delivery and reducing courier costs.
- Follow-up with negotiating bank to ensure prompt payment collection.
- Recommend process improvements to better manage international letter of credit transactions and working capital.

Benefits

- Accelerated receivables collection by 10 to 60 days as a result of:
 - Automated data mapping;
 - Real time data exchange;
 - Elimination of discrepancies;
 - Electronic document delivery to banks and buyers; and
 - Continual process improvement.
- Reduced time and labor costs spent preparing documents, acquiring documents from third parties, and tracking payments.
- Decreased courier expenses due to online document delivery and our local operations in Asia, Europe and the Americas.
- Tracking of key dates and transaction expenses to help evaluate the performance of third-parties such as forwarders, carriers, banks, etc.
- Minimized discrepancy and other compliance-based transaction fees due to reports, alerts and document archive available on our patented, web-based Platform.
- Automated preparation of compliant "Exporter Documents" including invoice, packing list, draft, and other documents signed by the exporter in custom built formats.
- Accelerated production & aggregation of compliant "Third-Party Documents" such as bill of lading, air waybill, inspection certificates, certificates of origin, etc.
- Digital or conventional document-set delivery to buyers, banks, agents and third-parties worldwide.
- 24/7 audit-ready all-inclusive document/data storage.
- On-line, real-time discrepancy resolution.

Trade Technologies has offices in Atlanta, Austin, Boston, Chicago, Hong Kong, Houston, Istanbul, London, Los Angeles, New York, San Francisco, Seattle and Singapore.

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