



Vin TRADING LLC

**YOUR  
HEALTH  
IS OUR** priority

# SOP

## Standard Operating Procedure

Your Worldwide Partner in PPE Business

- 1** \* **NCNDA**  
(Non-Circumvention /Non- Disclosure )  
\* **LOI ( Letter of Intent)**  
\* **LOA ( Letter of Attestation )**  
\* **I.C.P.O**  
Irrevocable Confirmed Purchase Order

- 2**  
Providing Vin Trading LLC  
Product  
Information & Trade Estimate Offer

- 3**  
Contract with  
Vin TRADING LLC

- 4** **Provorma Invoice**  
**Payment Method**  
\*BCL  
\*ESCROW  
\*LC  
\*TT

- 5**  
Product Produce & Quality  
Checking.  
Provide Information  
(Video & Picture)

- 6**  
SGS for Quantity and Quality  
\*Founds releas from Buyer

- 7**  
Shipment Details  
Delivery:  
FOB (Free of Board) or  
CIF (Cost Insurance Freight)  
B/L (Bill of Lading) Checking

Sincerly

Vinny Kurtis CEO

**Worldwide shipping | Please contact for more detailes**  
**phone : +1 (800)699-1619**  
**mail : vinny@vintradingllc.com**

**75 Sylvan Ave, suite 22, Englewood Cliffs, NJ 07632 / USA**  
**NJ Reg: 0450520472**

**Branch offices**

**USA | TURKEY | GERMANY | SWITZERLAND | ISRAIL | PANAMA | FRANCE | ENGLAND**



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# Group Structures

Your Worldwide Partner in PPE Business

**SELLER**

**TITLE HOLDER OF PRODUCT  
LICENSED DISTRIBUTOR OF PRODUCT**

**BUYER**

**END USER OF PRODUCT  
FINANCER OF PRODUCT**

**INTERMEDIATOR**

**SELLER VETTING TEAM(S)  
BUYER VETTING TEAM(S)**

These parties have credentials to Include but are not Limited to  
Cage code, Resellers certificate, Distributor Licens and / or Broker Licens  
or contracts with either or both the Buyer and Seller and have Direct  
access to the **Vin TRADING LLC** system

**OTHER**

Individuals / Companies who know someone in any of these catagories making  
Connections. These responsibilities can include follow up, calling all parties, sending  
e-mail, conference calling or just Referring parties. This person can have a contract  
with each of the above Groups based on their interaction. We encourage these  
person(s) to obtain singular contracts with all parties before the IMFPA or  
Pay Master Agreements are Signed.

Sincerely

Vinny Kurtis CEO

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# Definitions and Other Roles

Your Worldwide Partner in PPE Business

## MANDATE

PERSON / COMPANY - REQUIRES,an  
authorization letter from  
"Buyer" or "Seller" as MANDATE

## BROKER

PERSON / COMPANY - REQUIRES,a  
broker's license and a broker's # needs  
to provided.

## AGENT

PERSON / COMPANY - REQUIRES,a  
contract with the "BUYER" and/or the  
"Seller"

## REFERRAL

PERSON / COMPANY - REQUIRES,a  
contract with the buyer,buyer mandate,  
buyer broker, buyer agent and / or seller,  
seller mandates,seller broker,seller agent

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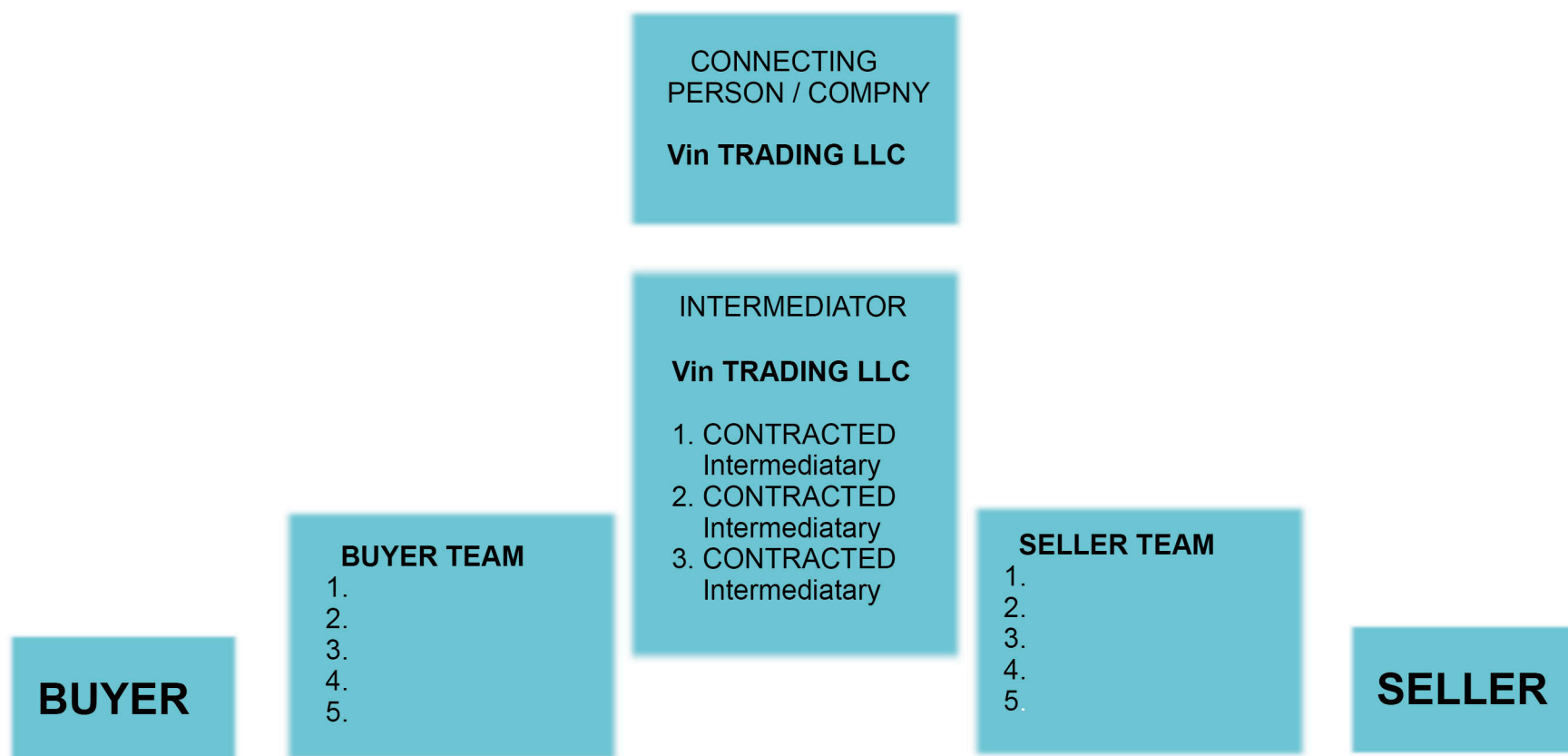


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# Group Structures 2

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\* Please note that the numbers in the box labeled buyers and sellers team can help you understand how many layers there are in your teams

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