



RE: GENERAL PROCEDURE AND BUSINESS ETIQUETTE

DATE: January 8, 2008

TO WHOM IT MAY CONCERN:

Dragon Commodities Worldwide, LLC takes great pride in its professionalism and business etiquette. Our mission is to work efficiently and effectively in the sourcing of import/export commodities so that our customers receive only quality goods, promptly and at a competitive price. We deliver on these assurances by undertaking judicious procedures that ensure positive results and ease of transaction. Thus, we trust that the following contractual procedures will assist you in successfully working with our organization.

The contractual process begins once the Sales Department at Dragon Commodities Worldwide receives a Letter of Intent (LOI) from a prospective Buyer which contains the following necessary information:

1. BUYERS COMPLETE CONTACT INFORMATION:
 - A. Buyer Company Name
 - B. Buyer Company's Full Mailing Address
 - C. Telephone(s) and Fax Number
 - D. E-Mail
 - E. Name of Contact Individual (preferably the name of the person who will sign the contract on behalf of the buyer) and their personal email address

2. PRODUCT / TERMS SPECIFICATIONS:
 - A. Product Name
 - B. Origin
 - C. Specification
 - D. Total Quantity
 - E. Deliveries
 - F. Terms of Delivery
 - G. Packing
 - H. Port of Destination
 - I. Contract Length
 - J. Inspection
 - K. Target Price
 - L. Payment Instrument
 - M. Performance Bond
 - N. Shipping schedule
 - i. Number of shipments per month
 - ii. Total duration of Contract
 - iii. Total quantity desired

- iv. Preferred port of destination
- v. Alternative port of destination
- O. Special Instructions

3. FINANCING:

- A. Type of financial instrument Buyer wishes to use for transaction. Note currently we can accept only transferable documentary letter of credit (DLC) or Bank Guarantee (BG) as payment instruments.
- B. Issuing Bank information – all financial instruments must be issued by a top-50 world bank. If the Buyer's financial instrument is not issued by a qualifying bank, Buyer must obtain a confirming bank which is a top-50 world bank.
 - i. Issuing bank name, address, SWIFT CODE, account name, account number, telephone and fax number, name of bank officer, bank officer's email address.
 - ii. If the issuing bank is not a top-50 world bank, the following confirming bank information must be provided: bank name, bank address and SWIFT CODE.

Said information is received and processed by our Sales Department. Once the provided information has been reviewed and verified, our support staff will proceed to issue a draft contract. Note in some circumstances, a Soft Corporate Offer (SCO) may be issued in advance of buyer's LOI. In other cases, a Full Corporate Offer (FCO) may be issued in advance of a draft contract.

When the draft contracts are countersigned and returned to Dragon Commodities Worldwide, LLC, they are received by the Contracts Department. At that time, members of the Contract Department will review the draft contract which was issued for any discrepancies. If the Contract is approved, the deal advances to our Finance Department for assistance with the application, review, amending, and issuance of Financial Instruments required under Contract which include Draft Proforma Invoice, Final Proforma Invoice, Draft Letters of Credit and Final Letters of Credit.

The following procedures appear in our current boilerplate final contract:

1. Seller will issue original copies of the Contract which it will initial and sign, then send via DHL to Buyer at address listed on the Contract. Upon receipt, Buyer will initial, sign, and return to Seller via DHL or other international courier.
2. Included with the Contract, Seller shall provide a Draft Proforma Invoice to Buyer.
3. Within five (5) Business Days of receipt of the Draft Proforma Invoice, Buyer shall cause its bank to issue a draft of the Financial Instrument, the form consistent with international standard Letter of Credit Text.
4. Within two (2) Business Days of receipt of the draft of the Financial Instrument, Seller shall provide to Buyer requested changes to the draft, if any. In addition, Seller shall provide the Final Proforma Invoice, if required.
5. Within two (2) Business Days of receipt of Seller's requested changes, if any, Buyer shall cause its bank to issue the Financial Instrument.
6. Within five to ten (5-10) Business Days, Seller shall cause its bank to respond to Buyer's bank as follows. Seller shall cause its bank to issue a two percent (2%)



Dragon Commodities Worldwide ®

PO Box 771
Forestdale, MA 02644-0771 USA
Phone: 1-508-539-0039
Fax: 1-508-539-3225
www.dragoncommodities.com

performance bond ("PB") (**Note:** Seller's PB shall activate Buyer's Financial Instrument, if it is not immediately operative.)

7. After Seller issues a PB, Seller will advise Buyer of shipping information as required.
8. Shipping of the Product will commence within forty-five (45) days from the date of Seller's receipt of the acceptable operative payment instrument.
9. Payment of the price of each Shipment shall be made to the Seller pursuant to the terms of the contract.

Dragon Commodities Worldwide is a trusted and reliable global commodities trading company specializing in the physical sourcing of commodities to a wide range of agencies and enterprises. We pride ourselves on building long-standing relationships that deliver value, integrity, reliability and unparalleled professionalism through our personalized service approach.

As skilled commodities trading company with experience in international import and export of commodities we understand that selling and buying products internationally can be a prolonged, complicated, and at times a risky matter, particularly when trading in emerging markets. Utilizing our trade expertise and strategic alliances, Dragon Commodities Worldwide is positioned to expand your global reach into new markets while mitigating the uncertainties of time and risk to ensure premium commodities trades with profitable transaction results.

Discover how Dragon Commodities Worldwide can assist your organization to grow and become more profitable through seamless sourcing of quality import/export commodities.

Very Sincerely,

John A. DelRaso
President
Dragon Commodities Worldwide, LLC