



Member of the TLI Group of Companies  
Gulf Gold Refinery Services  
T.L.I Global FZ-LLC

[www.thetligroup.com](http://www.thetligroup.com) - [www.ggrs.gold](http://www.ggrs.gold)

## **IMPORT PROCEDURES DXB AND REFINERY**

### **PRE-ARRIVAL PROCEDURES**

Before the shipment arrives in Dubai the Seller has notified the refinery of the impending shipment and supplied by Email the required documents.

**PLEASE NOTE THAT ALL GOODS MUST BE DECLARED "VALUE CARGO" TO THE SHIPPING AGENT AND AIRLINE OR T.L.I WILL REJECT THE SHIPMENT.**

Air Waybill if TLI is the Nominated Importer:

Goods will be cleared through Transguard. It must state the following in the "Ship to" portion of the waybill **EXACTLY** to enable clearance at customs. If the address below is not included exactly as stated below the shipment may not be cleared and could be returned to the client.

**T.L.I GLOBAL FZ-LLC**

P.O POX 38909, RAK, UAE - VIA TRANSGUARD

**MIRSAL 2 CODE:** AE -6004248

**IMPORTER CODE:** T5053

**VAT REG:** TRN 100276698600003

Commercial Invoice:

All shipments must contain the following information and 3 x copies must accompany the shipment.

- Description of the contents (Bullion, Dore, etc.)
- Net weight of the contents
- Gross weight of the shipment
- Value of the contents
- Description of the container(s)
- The Consigner and Consignee

Certificate of Origin: Must travel with the shipment and be emailed to T.L.I in advance.

Establishment formed pursuant to the Implementing Regulations of RAK Free Zone Authority with Limited Liability

BP01, Business Center 04, B05-808B  
Ras Al Khaimah, United Arab Emirates

Telephone: +971 (0) 7 207 5739

Facsimile: +971 (0) 7 204 1010

مؤسسة ذات مسؤولية محدودة تأسست طبقاً للنظم المعمول بها بالمنطقة الحرة برأس الخيمة



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#### UPON ARRIVAL AT THE AIRPORT FREEZONE

Dubai or Abu Dhabi Customs notifies Transguard and T.L.I of the shipment arrival and processes paperwork for transfer to secure carrier (Delays at this stage are out of our control and usually result from incorrect paperwork from Seller or a request for assay confirmation before release). Armored insured carrier transports material to refinery

#### UPON ARRIVAL AT THE REFINERY

- We open and weigh the material upon receipt. A T.L.I Senior Representative will be on-hand for this procedure and it is recommended the client or client representative are present as well. This process is under secure video at all times.
- Material is melted, sampled and poured in to impure Dory bars and weighed for final settlement purposes
- Client is given one sample to take to an outside lab and GGRS will retain two samples, one for assay and one held for any dispute resolution (i.e. Umpire Assay)
- Refinery lab will then proceed with the bullion fire assay procedure as per LBMA/ASTM Standards
- Within 1 working day we will report our assay to the client and ask for assay acceptance
- If the Client accepts, we will proceed with refining the material
- Settlement made directly to client

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