

Export Practices – practical skills for exporters



Hobart: Tuesday and Wednesday, 13 – 14 October 2009

This two-day workshop is designed to provide you with the latest information that you can apply directly to your business to help make the export process easier. It examines in detail the principles of documentation, international law, and banking and finance to help you further develop your practical exporting skills.

Our workshop facilitators have extensive industry experience and are currently working within the industry. This is your opportunity to access information on the following:

- » **export documentation** – work with an experienced freight forwarder to access information on Incoterms, quoting, export logistics, packaging and documentation procedures
- » **international trade law** – our international lawyer will examine international contracts, contracts of carriage, international payments and insurance
- » **banking and finance** – find out all about currency risk management, fees, charges and international payment methods including documentary collections
- » **marine insurance** – learn about the various types of policies that mitigate physical risk to your products.

This initiative is brought to you by the Australian Institute of Export and the Department of Economic Development, Tourism and the Arts.



**Australian
Institute
of Export**



Tasmania
Explore the possibilities

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Who should attend?

This workshop is designed for those involved in various aspects of the export transaction. It will be of interest to you if you are a sales or marketing manager; production manager; logistics or freight manager; or involved in or supervise the preparation of export documentation.

What's the benefit?

The hands-on and practical nature of the workshop, combined with the expertise of the presenters, makes this a particularly valuable workshop. To gain the most from the session, come prepared with questions on particular areas or export processes that best apply to you and your business. It's your opportunity to talk to an international lawyer, a freight forwarder and an international banker; and to learn more about the important aspects of exporting.

Workshop cost

- » The two-day workshop including lunch, morning and afternoon tea each day is only \$295* per person.
- » A second person from the same business can attend for only \$195* (limited spaces for second person).

Price includes a copy of the updated 2009 Australian Export Handbook, normally priced at \$137.50

* GST inclusive. The Department of Economic Development, Tourism and the Arts has subsidised this workshop. The unsubsidised cost is \$795 per person.

Venue

Wrest Point, Green Room
410 Sandy Bay Road, Hobart, TAS
Phone: (03) 6225 7001

Time

Workshop runs from 9:00 am to 5:00 pm each day

Registrations close 5 October 2009. Spaces are limited so register early.

For more information about this workshop please contact

Corey Ackerly
Senior Client Manager
Department of Economic Development, Tourism and the Arts
Level 1, 12-16 St John Street, Launceston, TAS 7250
Phone: (03) 6336 2263
Fax: (03) 6334 1131
Email: corey.ackerly@development.tas.gov.au

Registration form / Tax invoice

Company name: _____

Address: _____

Post code: _____

Contact: _____

Title: _____

Phone: _____

Fax: _____

Email: _____

Delegate name: _____

Position title: _____

Second delegate's name: _____

Position title: _____

Dietary requirements: _____

Course fee \$295 per person. The second person from the same business is \$195 (includes GST).*

**Payment is required prior to workshop commencement.*

Payment information

Please circle one: Cheque Mastercard Visa AMEX Invoice

Card details (if required):

Number: _____

Cardholder's name (please print): _____

Card expiry date: _____

Total payment: \$ _____

Signature: _____

- » Registrations close 5 October 2009.
- » This document will be a tax invoice for GST when you make your payment, ABN: 84 531 577 304.
- » Payment is required prior to workshop commencement.
- » Replacement delegates are welcome.
- » Full refund available only if cancellation or transfer advised seven days or more before workshop commencement.

Please return this form with payment to:

Business Point

Department of Economic Development, Tourism and the Arts

GPO Box 646, Hobart, TAS 7001

Phone: 1 800 440 026

Fax: (03) 6233 5800

Email: businesspoint@development.tas.gov.au



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