## ATTACHMENT A

## Delivery and Packaging Instructions for Duty-Free Imports to the SNS Project (Company Jan-03)

- (a) Material(s) purchased under this agreement is/are for use on the SNS Project at Oak Ridge, Tennessee, USA and may be exempt from United States import duties. The following provisions are included to insure no duty is improperly paid.
- (b) Not withstanding any other provision of this agreement, delivery terms are Incoterns 2000 DDU Oak Ridge, Tennessee, USA. Seller shall not include in the purchase price any the amount for duty, unless such duty is specifically identified as a separate line item in the price. Any amount improperly included by Seller shall be subject to setoff and/or recoupment.
- (c)(1) No later that ten working days before shipment of any foreign material, Seller shall provide the following documents to the Company's Import Broker and Company's Transportation Department, at the addressed provided below: (1) bill of lading/airway bill which names UT-Battelle LLC as the consignee, (2) commercial invoice for items to be delivered to Oak Ridge, TN USA, (3) itemized packing list, (4) name of carrier and (5) estimated delivery date.
- (2) The commercial invoice shall include, at a minimum, (1) name and address of the manufacturer (2) description of the item(s), (3) quantities of the item(s) described, (4) value of the delivered item(s) to be delivered in US Dollars, (5) HTSUS number, (6) country of origin, (7) US Customs Entry in Knoxville, TN USA McGhee/Tyson Airport (TYS). All documents listed above shall be in English.
- (d) No later that the day of first shipment of any foreign material, Seller shall provide written notice to Company's Import Broker confirming the name of the carrier and estimated date or arrival, and if available, the fight number or name of the transporting vessel.
- (e) Notices for the Company's Import Broker shall be sent to: V. Alexander and Company, Inc., 3286 N. Park Blvd. Suite D, Alcoa, TN 37701-3255, Phone: 865-970-7461, Fax: 865-970-7490,
- (f) Notices for the Company's Transportation Department shall be sent to: USDOE C/O UT-Battelle, LLC, Oak Ridge National Laboratory, 1 Bethel Valley Rd., P.O. Box 2008, Mail Stop 6288, Oak Ridge, TN 37831, Phone: 865-574-5722, Fax: 865-576-1979.
- (g) All shipping documents and packages shall be clearly marked with the following:

FOR SHIPMENT TO SNS Project for the United States Department of Energy under Contract No. DE-AC05-000R22725. Upon arrival of shipment, NOTIFY V. ALEXANDER AND COMPANY (865) 970-7461 UPON ARRIVAL FOR CUSTOMS CLEARANCE