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## Overview Process flow (not USA, Canada, Mexico) for sales

SourceWeb Medical AG is a subsidiary of SourceWeb Medical International AG.

We are active for you in logistics, import/export as well as in the IT industry. This adaptation of fields of activity in connection with our long-standing contacts with manufacturers and suppliers is at your disposal. Currently especially in order to be able to offer you protective equipment as well as other products at fair prices with the highest quality.

The internationally certified team of experts at SourceWeb Medical advises you from the first step to the receipt of the goods and accompanies the handling of the sometimes complex processes.

### Indicative overview of the purchase of 3M products:

- 1:** The contact person to SourceWeb Medical must submit the application form in full.  
It shall list the basic data of the buyer (Light-KYC) and all persons entitled to commission.
- 2:** SourceWeb Medical checks the feasibility and coordinates this with the contact person if adjustments/requests are required.
- 3:** The contact person shall clarify the adjustments/questions with the buyer side if necessary.
- 4:** Invitation for a pre call is organized:  
Participants: SourceWeb Medical & Buyer, Buyer's Lawyer.  
First getting to know the participants.  
Clarification and explanation of the necessary processes and their process, pre-due diligence.
- 5:** Full KYC of the buyer is documented & NCNDA between buyer and SourceWeb Medical is completed.
- 6:** The following documents must be submitted by the buyer:
  - Current LOI according to source SourceWeb Medical ([www.loi-draft.sourceweb-medical.ag](http://www.loi-draft.sourceweb-medical.ag)).
  - Current bank proof (e.g. BCL, according to source SourceWeb Medical)
  - LOA (Letter of Attestation), attesting to the buyer that you want to work with SourceWeb Medical as a reseller.

**Please note: All letters must have the same date!**

A BCL is a letter confirming that a credit line is secured by a financial institution. It is confirmed that a person or company may dispose of the capital listed in the letter for a predetermined time and purpose. A BCL can be used in a variety of situations or transactions. Its main purpose is to prove to another party that the capital is available for the proposed transaction.

Also known as Bank Comfort Letter and Bank Capability Letter.

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SourceWeb Medical Medical AG

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Import duty number-EORI: IE3618077LH

- 7:** After successful verification of the documents, SourceWeb Medical determines and reserves the final inventory and thus also fixes the price.
- 8:** Purchase agreement (SPA) is created, discussed and subscribed.  
All necessary documents and documents (e.g. SGS, POL, POP, etc.) are exchanged between SourceWeb Medical and the buyer.
- 9:** Facts and customer data are presented to the trust attorney (assignment of special conditions, Escrow Due Diligence), in parallel the client receives the data of the trust attorney.
- 10:** Customer and/or the Customer's lawyer contact SourceWeb Medical  
Fiduciary lawyer on:
  - Meeting & signing of the Escrow contract.
  - Presentation of all required documents by the customer.
  - Replenishment of the escrow account according to SPA.
- 11:** The delivery is coordinated and processed in accordance with the contract.  
The buyer will be informed of each step in writing.
- 12:** Delivery of the goods in accordance with the contract. Handing over the goods to the buyer.  
If necessary, further SGS analysis is optional upon arrival of the goods.
- 13:** Release of Escrow/Payment.

**The goal has been achieved and we look forward to further successful settlements with you.**

**Important notes:**

A letter of credit or LC (Letter of Credit) is also possible if necessary.

**ESCROW:**

Processing via an Escrow provides maximum security for the customer (buyer protection):

- Maximum flexibility.
- Protection against attachment (funds are held by the Bank as special funds).
- No negative interest rate.
- Optimum price/performance ratio through the terms negotiated by SourceWeb Medical.  
The costs are covered by SourceWeb Medical.

The escrow accounts in Germany are safer and more comfortable to open compared to other countries, but also faster. German escrow accounts have a higher level of acceptance and are therefore preferred. This payment method has proven to be a secure system in international trade over the years.

**Documents:**

The documents to be signed must be printed, with blue pen signed, stamped and scanned (at least 200 dpi). Then documents will be sent via the authorized email address of the subscriber directly to the legal department of SourceWeb Medical.

Yours sincerely,

Your SourceWeb Medical Team

Owner & CEO Günther Teissl

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**LEGAL  
DEPARTMENT**