

## CMA CGM

## **Brokerage Payment Procedure**

Dear Valued Customer,

In order to comply with GST rules, We have made following changes in Brokerage claim process for the shipments booked with the group, we have introduced the following steps:-

1. The Customer has to clearly mention the complete BROKERAGE claimer name in the BL Comments column at the time of submitting their Shipping Instructions (SI) through our website (www.cma-cgm.com) or the individual company websites. For e.g. :- Brokerage Party – XYZ Private Limited

2. Once B/L outstanding is clear, customer has to send email to Brokerage team to get details of brokerage amount for particular B/L and accordingly customer has to prepare GST compliant separate brokerage invoice for each B/L.

3. GST compliant Original Brokerage bills (Debit Notes) must be submitted within **THREE** months of vessel sailing date without fail, directly to our finance team at Mumbai, else the brokerage will be forfeited. Your company's GSTIN is mandatory on your debit note.

Attn: Mr. Vishal Budage CMA CGM Agencies (India) Pvt. Ltd. India Bulls Finance Center, Tower 3, 8th floor, Senapati Bapat Marg, Elphinstone West, Mumbai 400 013.

4. We request you to submit your brokerage invoices separately pertaining to any of our below group companies as shown here under:-

For CMA CGM	CMA CGM SA C/O - CMA CGM Agencies (India) Pvt. Ltd.
For <b>ANL</b>	ANL Singapore Pte. Ltd. C/O - CMA CGM Agencies (India) Pvt. Ltd.

Please address your brokerage related queries to brokerage team on <u>mby.brokerage@cma-cgm.com</u>; this will help us to expedite the payment process for the brokerages.

We look forward to your support and co-operation in this matter so that we may serve your needs better and ensure full compliance.

> Best Regards, CMA CGM Agencies India Pvt. Ltd. 01st July 2017

Kindly use below format while sending request email for Brokerage amounts.

Customer will provide these details (Same should match with Brokerage invoice)			CMA CGM Brokerage Team Will Provide These Details Once Brokerage Updated In system				
BL Number	Brokerage Party Name	City Name	GSTIN Number	CMA CGM Branch (To raise Invoice On)	Brokerage Amount	GST Amount	Remarks

MUMBAI/400013 INDIA	ANCIAL CENTER		CMA CGM
Payment_info		EXPORT INVOICE	COPY 1 OF 1
Bill of Lading: Customer:		Date:	
Payable to:	CMA CGM AGENCIES INDIA PVT.LTD. AREEKKAL MANSION 4TH FLOOR PANAMPILLY NAGAR ERANAKULAM COCHIN/682036 INDIA TEL:+91 484 3004330 - 342 FAX:+91 484 3004334	Invoice To: GSTIN:	
POSP Place Of Service Provider:	CMA CGM AGENCIES INDIA PVT.LTD. AREEKKAL MANSION 4TH FLOOR PANAMPILLY NAGAR ERANAKULAM COCHIN 682036 GSTIN: 32AABCC9048G1ZU		
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Kindly raise your brokerage invoice on POSP branch address mentioned in invoices issues for that particular B/L.