

## **Information on enrollment procedures in NVOCC CLUB**

To whom it may concern

We will guide you about the joining of this Club (NVOCC CLUB).

Please understand the purpose of activities, and we ask that you join us.

### **<Purpose of Club activities>**

To protect the interests of the freight forwarders in Japan by advising various risk management methods for forwarding risks.

To make a suggestion for freight forwarders and cargo owners about insurance arrangement.

To develop standard forwarding documents to improve the quality of services rendered by freight forwarders.

### **<How to enroll in membership>**

Procedure for joining "regular members" to this Club (NVOCC CLUB) is as follows.

#### **1. Eligibility for members**

(1) Operating Consigned Freight Forwarding Business    or

(2) Freight Forwarding Intermediary Service

(3) A group or an individual is intends to operate the preceding items.

Regarding (1), please submit a copy of the certificate as First Class Consigned Freight Forwarding Business or Second Class Consigned Freight Forwarding Business when applying for membership.

For (2) and (3), please submit a copy of your company's register or a copy of your ID card.

#### **2. How to apply for membership**

Please apply to fill out the necessary items on "Regular Membership Application Form" and attach the relevant documents in (1) or (2) above.

#### **3. Entrance qualification**

In response to application for membership, the secretariat of this club collects information on the applicant necessary for confirmation, after confirming the Board chairman, pays the admission fee and annual fee, it will be recognized as a regular member. As a proof of that, we will post those members on our website.

#### **4. Membership fee**

Membership shall be continued from one fiscal year (from September 1 to the end of August of the following year). In the case of enrollment on the way, it shall be from the enrollment month to the end of the fiscal year.

(1) Admission fee    J¥10,000-(tax exemption)

(2) Annual fee    J¥36,000-(tax exemption)    /    ※ Join in 4th quarter (From June to Aug.)  
J¥20,000-(tax exemption)

#### **5. About use of transport documents(NVOCC CLUB CT B/L)**

It is a prerequisite to use that you have registered the First Class Consigned Freight Forwarding Business at the Ministry of Land, Infrastructure and Transport and that obtaining permission from the terms of use Consigned Forwarding Contract.

Application can be made according to the prescribed form.

# Regular member application form

Date : \_\_\_\_\_

NPO NVOCC CLUB

Messrs. Board chairman

Address : 〒 \_\_\_\_\_

Name of company : \_\_\_\_\_

Name of President : \_\_\_\_\_ 印

Date of establishment: \_\_\_\_\_ Capital \_\_\_\_\_

Tel No. \_\_\_\_\_ Fax No. \_\_\_\_\_

Address : \_\_\_\_\_

PIC : \_\_\_\_\_

Department: \_\_\_\_\_ Official position: \_\_\_\_\_

E-Mail \_\_\_\_\_

HP URL: \_\_\_\_\_

Holding license : First Class Consigned Freight Forwarding Business ▪ Second Class Consigned Freight Forwarding Business ▪ Freight Forwarding Intermediary Service ▪ Nil

Attached document : A copy of :

Company registration certificate ▪ First Class Registration Cert./ Second Class Permission Cert. ▪ Nil

I will approve of the purpose of your club and apply for admission.

Date : \_\_\_\_\_

NPO NVOCC CLUB

Messrs. Board chairman

Address : \_\_\_\_\_

Name of company : \_\_\_\_\_

Name of President : \_\_\_\_\_ Signature

As a member of NVOCC CLUB, I pledge to comply with the following matters.

- 1 . I conforms to the membership stipulated in the constitution and membership application regulations of NVOCC CLUB.
- 2 . I will comply with the provisions of the NVOCC CLUB and the resolution of the general meeting.
- 3 . I will not act like losing credibility of NVOCC CLUB.