

Trade Risk ReviewSM

An Innovative Risk Management Service



For our clients who are seeking a practical solution to address their legal concerns including proper documentation, regulatory compliance and operational exposures, we are pleased to introduce the Trade Risk Review ProgramSM. This program provides access to an attorney well-versed in the business activities of freight forwarders, 3PLs, customs brokers, property brokers, warehouse operators and others in the industry.

Trade Risk ReviewSM Program and Service Options

Trade Risk ReviewSM is a viable yet affordable solution to help you gain insight into your operations and the legal requirements to which you're exposed. There are three different providers to choose from and each firm offers a unique package of services.

Simply select from the program options provided that will best meet your requirements. As a Roanoke client you have access to these essential services at a preferred rate making it easier to create a partnership for handling your legal needs moving forward.

Biguenet Pedersen Consulting

BASIC PACKAGE – \$500

- Initial half-hour conference call to determine the nature of your business and any issues unique to you.
- Attorney will read through any existing terms and conditions, bills of lading, warehouse receipts, export compliance policies, template contracts (such as broker-carrier agreements) or similar documents up to one hour.
- Follow up half-hour conference call to discuss findings based on review of documents and suggested plan for addressing any opportunities for risk mitigation.

ENHANCED PACKAGE – \$2,000 (Choose one of the following):

- **Document Package:** Includes Basic Package plus proposed revisions to existing trade-related documents (terms and conditions, warehouse receipts, powers of attorney, or similar) or provision of trade-related documents tailored to your company's unique needs (up to a total of 8 hours attorney time).
- **Export Compliance Package:** Includes Basic Package plus proposed revisions or creation of written export compliance policy tailored to your company's needs (up to a total of 8 hours attorney time).
- **Motor Carrier Selection Package:** Includes Basic Package plus proposed revision or provision of broker-carrier agreement and written motor carrier vetting policy tailored to the needs and capabilities of your company (up to a total of 8 hours attorney time).

CONDITIONS

- Additional review, advice, revisions, or guidance shall be billed at \$300 per hour.
- Initial conference call shall be scheduled within 14 days of the date of the engagement letter or the soonest date available to the client, whichever is later. Timing of other services shall be performed within 60 days but every effort will be made to meet quicker deadlines if necessary.
- Packages can be customized to client's specific needs.

Furman Law Offices, LLC

BASIC PACKAGE – \$550

- Risk assessment business profile through completion of questionnaire.
- Receive summary report outlining findings and recommendations, including review of your existing terms and conditions of service, bills of lading conditions and associated documents.
- Up to 1-hour conference call to review findings, recommendations and action items.

ENHANCED PACKAGE – \$1,500

- Risk assessment business profile through completion of questionnaire.
- Recommendations for updating and improving your terms and conditions of service, bill of lading conditions, credit application, standard terms and conditions, shippers' letter of instructions, pickup/delivery orders, warehouse receipt, and power of attorney. Templates that can be used either in place of your existing documents or in the event you are not presently utilizing a particular document will also be available.
- Up to 8 hours of attorney time in support of the above.
- Additional review, amendment and advice will be at the discounted rate of \$250 per hour, which can also be utilized for obtaining advice and guidance on other operational/business needs and/or issues.

CONDITIONS

- Services will be performed within sixty (60) days of engagement.
- The program is renewable annually for \$670, which includes review of an updated questionnaire, and proposed revisions to documents previously reviewed by the Firm. Additional review, amendment and advice of new issues and documents/contracts will be at the discounted rate of \$300 per hour.

Sandler, Travis & Rosenberg

LIABILITY ASSESSMENT PACKAGE – \$550

- Business assessment via an initial questionnaire on basic operating processes and to identify applicable legal and regulatory responsibilities.
- Provide short form report to your company, outlining the findings from the questionnaire and additional advice.
- Up to 1 hour of attorney time to discuss answers to the questionnaire and develop further analysis of potential risks, liabilities and obligations.
- Deliver additional, brief preprepared “white paper” to benefit your company, including general industry guidance on transportation contracts, motor carrier selection and law pertinent to your business.

TERMS & CONDITIONS REVIEW & RED-LINE – \$550

- Review and red line one existing set of terms and conditions (e.g., back of bill of lading, conditions of carriage, power of attorney) currently used by company.
- 1 hour of attorney time to discuss the suggested changes to the terms and conditions.
- Deliver additional, brief preprepared “white paper” to benefit your company, including general industry guidance on transportation contracts, motor carrier selection, etc.

NEGOTIATION GUIDELINES PACKAGE – \$1,000

Includes the choice of one Basic Package option plus the following:

- In-depth analysis, written report and negotiation guidelines of one existing set of terms and conditions (e.g., back of bill of lading, conditions of carriage) in order to identify and, where appropriate, provide for variations from industry standards. Enables the company to assess legal risks to such modifications and address potential customer concerns.

Ongoing Assistance and Counsel

- Receive redlining or similar restructuring for up to five (5) transportation contracts (e.g., service contracts, carrier contracts, brokerage/forwarding agreements, etc.) per year at a reduced rate (\$175/hour).

CONDITIONS

- Services shall be performed within 3 months of the date of the engagement. The program is renewable annually unless canceled by either party. Renewal provides up to two hours of attorney time to review and comment on the changes in your business and update all matters covered by the initial risk review package.

Countryman & McDaniel

STAND-ALONE REVIEW PACKAGE – \$670

- Review of existing terms and conditions and/or bills of lading.
- Written report provided to you, summarizing any identified deficiencies.
- Overall recommendation for standardizing forms, contracts, motor carrier selection, etc.

STAND-ALONE DOCUMENT PACKAGE – \$2,150

- Gain access to a comprehensive document portfolio prepared by the firm.
- Access provides a license to utilize the documents for the duration of your relationship with Roanoke. Includes explanation of how and when to use the documents.

Document portfolio includes the following:

- Ocean bill of lading
- International & domestic air/groundway bills
- Terms & conditions of service
- Warehouse receipt
- Power of attorney
- Credit application
- Delivery order

CONDITIONS

- Services shall be performed within 60 days of the date of the letter of engagement. If elected, the document portfolio will be provided within 30 days. A preferred rate of \$350 per hour will be provided for services involving personalized revisions to forms or training. Annual review of terms and conditions is recommended to stay abreast of changes in law or regulation. Fee for this review will be \$550, which includes updates to forms previously provided.

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