THE EXPORT PROCEDURE
AT C.V HARYAN HANDICRAFTS SURAKARTA

FINAL PROJECT REPORT
Submitted to Meet a Part of the Requirements to Obtain a Degree from
the English Diploma Program, Faculty of Cultural Sciences,
Sebelas Maret University

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ENGLISH DIPLOMA PROGRAM
FACULTY OF CULTURAL SCIENCES
SEBELAS MARET UNIVERSITY
SURAKARTA

commit 2016 user
APPROVAL OF CONSULTANT

Approved to be examined before the Board of Examiners,
English Diploma Program Faculty of Cultural Sciences,
Sebelas Maret University

Final Project Report

THE EXPORT PROCEDURE AT C.V HARYAN HANDICRAFTS
SURAKARTA

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MOTTO

“If you count the Grace of Allah, surely you never capable count it“

(Ibrahim: 34)

“And be patient for what happen to you”

(Luqman: 17)

“Do your best at every opportunity that you have”

(Anonymous)
DEDICATION

I dedicate my final project report to:

My beloved parents

SebelasMaret University
PREFACE

I would like to say to thank you to Allah SWT for blessings me so that I could finish this final project report. This report was written to meet a part of the requirements to obtain degree in English Diploma Program, Faculty of Cultural Sciences, SebelasMaret University.

This report discusses the export activity at C.V Haryan Handicrafts Surakarta based on data and information which is obtained during my internship from June 15, 2015 until July 11, 2015. I reveal the exporting process and the exporting problems at C.V Haryan Handicrafts Surakarta.

The report is far from being perfect. Therefore, I need suggestions to improve this report. Hopefully, this report will be useful and have some contributions for all readers, especially those who are interested in Public Relations subject.

Surakarta, January 2016

WiwidMargiana
ACKNOWLEDGEMENT

Firstly, I would like to thank you to Allah SWT for blessings me so that I can finish this final report well. I get many supports from people in this final report project. Therefore, I would like to express my gratitude to those who have supported me during writing this report.

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9. My beloved parents Mr. Widayat Tri Nugroho and Mrs. Sri Haryati for everything. I cannot mention every precious thing they have given to me.

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Surakarta, January 2016

Wiwid Margiana
ABSTRACT


This final project report was written based on the job training at C.V Haryan Handicrafts Surakarta, during June 15, 2015 until July 11, 2015. The objectives of this final project are to describe the export procedure at C.V Haryan Handicrafts Surakarta and to identify the problems and solutions of export procedure at C.V Haryan Handicrafts Surakarta.

The export procedure consists of some stages: hunting buyer, opening Letter of Credit (L/C), batik payment and production, clearance, and shipping. Hunting buyer is a process to look for the buyer candidates and promote their batik products to the buyer candidates through internet. Opening Letter of Credit (L/C) is a process to make written treaty through banks. Batik payment and production is a process when the buyer pays the good while the exporter produces the goods. Managing shipment documents is a process to prepare the shipment documents. Finally, Shipping is a process to shipping the goods to the buyer using ship or airplane.

There are some problems of the export procedure at CV Haryan Handicrafts Surakarta; such as the batik design, the cost, and delivery time. The batik design is complicated enough and the employees have to be careful to make the batik products. The batik price is unstable and it can be caused by the batik cost of the materials. Therefore, the C.V Haryan Handicrafts has to discuss about the cost agreement with the buyer. Delivery time can be influenced by the problems of batik production which causes the delivery time become late. Therefore, CV Haryan Handicrafts Surakarta should discuss with the buyer to ask tolerance.
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