

WHO SHOULD ATTEND?

"ITAR for Novices" is a practical look at ITAR licensing and compliance for newbie's, novices and old hands in need of a refresher course or anyone who has experienced frustration with understanding the ITAR!

Learn from seasoned professionals with *nearly 40 year's collective experience* in ITAR licensing and compliance requirements. This seminar will provide attendees with practical insights into preparing licenses and agreements and the tools necessary to export against these authorizations in a compliant manner.

Don't miss out on this important training program: contact Tracy to sign up now. *First come, first served!*

ABOUT THE PRESENTERS

Fae Daniels, President - Fae has over 20 years experience in U.S. export licensing and compliance matters including training and audits of company procedures. Prior to establishing FD Associates (formerly FD Logistics) in 1990, Fae served with the Australian Embassy, where she managed the procurement and export of a variety of military

Jenny Hahn, Vice President - Since joining FD Associates in 1992, Jenny has assisted exporters with a variety of licensing and compliance requirements. Jenny has expertise and experience in licensing, export documentation, shipping, and U.S. Customs requirements including detentions and seizures. She has assisted companies in establishing compliance programs including audits, training, and procedures.

Registration

Fee: \$925.00 FOR BOTH DAYS

(Fee includes course materials, pocket ITAR, breakfast, refreshments and lunch)

Name _____

Title _____

Company Name _____

Street Address _____

City, State, Zip, Country _____

Email _____

Phone _____

Fax _____

Mail Registration Form and Check to:

FD Associates, Inc.

1950 Old Gallows , Suite 350

Vienna, VA 22182

Phone: 703-847-5801

Fax: 703-847-1523

Registration can only be accepted on receipt of your payment. Please make checks payable to FD Associates, Inc. Payment must be made in U.S. dollars. Please contact us for wire transfer details. We apologize but no credit cards can be accepted. **Registrations must be received by April 3, 2009 to ensure enrollment.** Cancellations cannot be refunded after April 10, 2009. A \$100 administrative fee will apply to all cancellations.

For more information, please contact Tracy at 703-847-5801 or email us at info@fdassociates.net



FD ASSOCIATES, INC.

ITAR FOR NOVICES !

Advisors in Export Compliance and

APRIL 16 & 17, 2009

Enroll now for this two-day workshop focusing on the practical aspects of the licensing and compliance requirements' of the International Traffic in Arms Regulations (ITAR).

Day One will focus on the basics of the ITAR, commodity jurisdiction, hardware licensing and exporting.

Day Two will be an in-depth look at technical data and "defense services" exports, with a detailed discussion on Technical Assistance Agreements.

LOCATION

**Marriott Hotels & Resorts
8028 Leesburg Pike
Vienna, Virginia 22182**

**For accommodations, please contact:
Marriott Hotels & Resorts, Tysons Corner:
703-734-3200**

A Limited Block of Rooms has Been Reserved at \$199 per Night until April 1, 2009

Other Nearby Hotels

Court Yard by Marriot, Tysons Corner: 703-790-0207

Crowne Plaza, Tysons Corner: 703-893-2100

Residence Inn, Tysons Corner: 703-917-0800

Westin, Tysons Corner: 703-893-1340

DRAFT WORKSHOP AGENDA

April 16, 2009

ITAR OVERVIEW AND HARDWARE EXPORTS

8:00 - 8:30 - Registration/Continental Breakfast

8:30 - 8:45 - Introductions

8:45 - 10:15 - Executive Overview

- US Laws & Regulations; Licensing Agencies; Determining Jurisdiction; Intro to the ITAR; ITAR Key Definitions

10:15 - 10:30 - Break

10:30 - 12:00 - Executive Overview Continued

- ITAR Licenses; License Review & Processing; Post license approval requirements

12:00 - 1:00 - Lunch

1:00 - 2:45 - ITAR Hardware Licensing

- Case Study/Exercise: Which license to use and When?

2:45 - 3:00 - Break

3:00 - 3:45 - Hardware Exemptions

3:45 - 4:30 - Shipping & Recordkeeping

- Export Documentation: Invoices, AES records; Recordkeeping

4:30 - 5:00 - Compliance Requirements

5:00 - Adjourn

April 17, 2009

TECHNICAL DATA & DEFENSE SERVICES EXPORTS

8:00 - 8:30 - ITAR Quiz and Discussion

8:30 - 9:00 - Tech Data & Defense Services Overview

9:00 - 10:15 - Tech Data & Defense Service Licensing

- DSP-5, Offshore Procurement, TAA's, MLA's

10:15 - 10:30 - Break

10:30 - 11:00 - Scenario & Discussion

- TAA or DSP-5?

11:00 - 12:00 - TAA's and Amendments

- Required Elements: Transmittal Letters, Proposed Agreements, Certifications

12:00 - 1:00 - Lunch

1:00 - 2:15 - Tech Data & Defense Service Exemptions

2:15 - 3:00 - Tech Data & Defense Services Recordkeeping & Reporting & Compliance Requirements

- DSPS, Exemptions, Agreement Management

3:00 - Open Discussion

3:30 - Adjourn

ABOUT FD ASSOCIATES

FD Associates was established in 1990 for the purpose of providing assistance and guidance to small and medium size companies in licensing and compliance with the International Traffic in Arms Regulations (ITAR) and the Export Administration Regulations (EAR).

We offer assistance with:

- Commodity Jurisdiction requests and product classifications
- State Department Registration
- Preparation of license applications and technical assistance agreements
- Training
- Establishment of Procedures
- Internal audits and review
- Voluntary Disclosures

FD Associates' staff are highly knowledgeable in the requirements of both the ITAR and the EAR. We have extensive hands-on experience in the licensing of a variety of equipment to a broad range of destinations under these regulations and can offer practical guidance and advice.

We are available to provide company specific training on the requirements of the ITAR and the EAR. We can assist with audits and procedures to help companies ensure compliance with the regulations.

Contact us at 703-847-5801 or email info@fdassociates.net for more information.

This workshop will provide invaluable guidance to all persons involved in international trade involving defense articles or defense services, particularly those persons charged with licensing and company compliance programs for compliance with the International Traffic in Arms Regulations.