

Delivery Regulations of Central Materials Management (Status as of: 01/2016)

Supplier: _____

Contact partner: _____

	Acknowledgement (signature)
<p>1. Labeling</p> <p>The product packing label must contain the following information:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Product description in plain language / DIN / ISO – Notation <input type="checkbox"/> DIN / ISO - No. / drawing No. and index / strength / surface <input type="checkbox"/> Böllhoff article number from the order (max. 15-digit!) <input type="checkbox"/> Surface in plain language <input type="checkbox"/> Pieces per box <input type="checkbox"/> Böllhoff supplier number / supplier name / logo <input type="checkbox"/> Batch number <p><i>Layout of the label according to the Böllhoff-label sample (see last page appendix)</i></p>	
<p>2. Packaging / Packaging Units</p> <ul style="list-style-type: none"> <input type="checkbox"/> The packaging units must coincide with the units given in the order. Smaller quantities of pieces per box are allowed if they divide the requested packing units without a rest. <input type="checkbox"/> Product packaging must be designed such that it survives transport undamaged (stable cartons and optimal filling degree) <input type="checkbox"/> Protection against opening by itself of the product boxes (safety lug of the box lid or adhesive tape closing the lid) <input type="checkbox"/> The packaging unit must not exceed 12 kg. <p><i>It is the aim to use original Böllhoff boxes.</i></p>	
<p>3. Delivery of EURO Pallets</p> <ul style="list-style-type: none"> <input type="checkbox"/> Each delivered pallet must be marked with sequential numbers (on the front face!) The products contained have to be noted on a packing slip and the linking sequential pallet number must be noted clearly (see appendix) The packing slip must be included to the delivery papers. <input type="checkbox"/> As soon as the weight of an item exceeds 150 kg, it must be packed as an un-mixed pallet and identified with the comment “unmixed”. <input type="checkbox"/> The total delivery quantity of an article must be packed on one pallet even if the delivery quantity consists of two or more purchasing orders <input type="checkbox"/> The boxes must be packed on the pallet in such a way that the labels are visible. Small boxes must always be packed on the top of the pallet. The boxes have to be stacked bonded <input type="checkbox"/> The pallet may only have a maximum height of 70 cm. <input type="checkbox"/> Sack packing is not allowed 	

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<p>6. Other agreements</p> <ul style="list-style-type: none">• Delivery Notification to Logistics Center North (as of six pallets) Please report the following data to our goods receiving office two workdays before delivery to the Logistics Center Northwest, Fax +49 (5 21) 44 82-4 50.<ul style="list-style-type: none">➤ shipping weight➤ number of pallets➤ delivery date <p>We reserve the right to refuse to accept unannounced shipments!</p> <ul style="list-style-type: none">• Receiving times <p>Logistics Center North, Bielefeld</p> <hr/> <table><tr><td>Monday to Thursday</td><td>07:00 to 16:00</td></tr><tr><td>Friday</td><td>07:00 to 14:00</td></tr></table> <p>Logistics Center East, Markranstädt</p> <hr/> <table><tr><td>Monday to Thursday</td><td>07:00 to 16:00</td></tr><tr><td>Friday</td><td>07:00 to 14:00</td></tr></table> <p>Logistics Center South, Jettingen-Scheppach</p> <hr/> <table><tr><td>Monday to Thursday</td><td>07:00 to 16:00</td></tr><tr><td>Friday</td><td>07:00 to 14:00</td></tr></table> <p>Logistics Center Southeast-Europe, Senec near Bratislava (SVK)</p> <hr/> <table><tr><td>Monday to Thursday</td><td>07:00 to 16:00</td></tr><tr><td>Friday</td><td>07:00 to 14:00</td></tr></table> <p>Please communicate the receiving times to your carrier. Deliveries outside receiving times will be rejected!</p>	Monday to Thursday	07:00 to 16:00	Friday	07:00 to 14:00	Monday to Thursday	07:00 to 16:00	Friday	07:00 to 14:00	Monday to Thursday	07:00 to 16:00	Friday	07:00 to 14:00	Monday to Thursday	07:00 to 16:00	Friday	07:00 to 14:00	
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7. Terms of Purchase

Subject to the latest Böllhoff terms of purchase.

NOTE

We reserve the right to refuse shipments that don't comply with these conditions, or alternatively to charge for the additional costs that are incurred.

Location, Date

Location, Date

Signature of supplier

Signature of Böllhoff

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Overview of the Routing Forwarding Agents beyond Germany (90kg and more)

- Shipping from Italy to Germany and Slovakia (90 kg and more)

Postal Code Zones

all	OSNA-TRANS GMBH (Sittam)
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- Shipping from not mentioned countries (90 kg and more)

In case of EXW-deliveries the supplier has to agree on the forwarder with the Böllhoff-buyer

Overview of the Routing Forwarding Agents

Contact Partner

OSNA-TRANS

Osna-Trans GmbH & Co. KG
Internationale Spedition
Averdiekstr. 6
49078 Osnabrück

Herr Opitz
Telefon +49 (541) 44 08-01
Telefax +49 (541) 44 17 21
info@osnatrans.de
www.osnatrans.de

agent Italy:

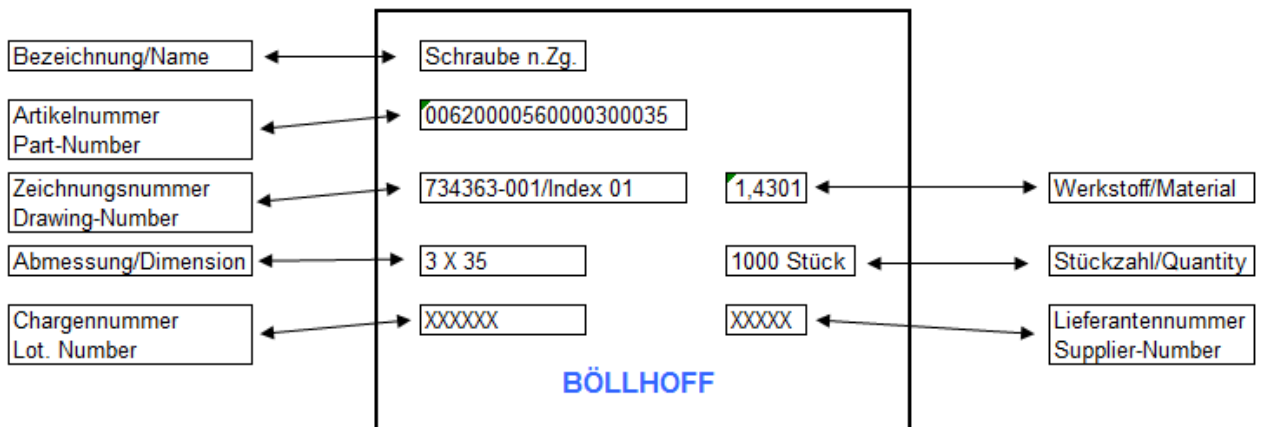
Sittam SPA
Via Monzoro 100
I-20010 Cornaredo

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Appendix:

label requirements

Musteretikett/Sample for labeling



List of pallets content (in case of two or more delivered pallets)

	itemnumber	item description / DIN / strength	dimension	quantity
pallet 1				
pallet 2				
pallet 3				
pallet 4				
...				