

Delivery conditions

1. General information

The delivery conditions for the Alsfeld logistics centre form part of our supplier agreement for warehouse procurement and ensure smooth logistics between our suppliers and the warehouse. Compliance with these requirements is therefore a prerequisite for being listed as a NORDWEST warehouse supplier. For further details, please see the attachment "Shipping instructions".

2. Advance notification requirement

The relevant carrier or supplier must give advance notification of deliveries comprising more than 3 pallets via the booking portal (nordwest.yardslot.de). You will receive your login details when you register via the portal. If you have any questions, please email Warenannahme.Alsfeld@rhenus.com or call 06631 / 75498-41.

Subject to available goods receiving capacity, unannounced consignments can be accepted and unloaded. If no capacity is available, we reserve the right to refuse unannounced consignments. NORDWEST is not responsible for waiting times or delays caused by incorrect or missing advance notification.

3. Delivery

Delivery address

**NORDWEST
Logistikzentrum**
Europastraße 5
36304 Alsfeld

Goods receiving hours

Monday–Friday
7:00 am to 4:00 pm.
Cut-off time for truck deliveries: 3:00 pm.

3.1 Delivery note

Each consignment must be accompanied by an original delivery note, attached in a clearly visible document pouch on the outside of the package. Deliveries without a delivery note will not be accepted. No delivery documents, invoices or other paperwork may be placed inside the cartons.

The delivery note must

include the following information:

- NORDWEST order number
- Delivery note number and date
- NORDWEST article number
- Supplier article number
- Article description/designation
- Quantity and unit of measure per line item
- Where applicable, a note of any change to the packaging unit

Attestations and certificates, test reports, safety data sheets and inspection certificates must accompany the consignment and be attached to the outside of the package (pallet/parcel) together with the delivery note. The supplier must clearly label express/urgent consignments as such on the outside.

3.2 Packages Individual articles, packaging units and any additional packaging must be labelled with the NORDWEST article number, the supplier's article number and the EAN code. For consignments comprising multiple pallets or parcels, each pallet or parcel must be accompanied by a packing list, and the pallets or parcels must be numbered consecutively. If different articles are packed on one pallet or in one parcel, they must be clearly separated from one another. Intermediate pallets may be used to separate different articles.

All parcels in a consignment must be delivered together. Please instruct your parcel carrier accordingly. If a consignment comprises more than 6 parcels, it must be delivered via a general cargo service.

3.3 Load carriers

As a rule, deliveries must be made on exchangeable and undamaged Euro pallets.

Goods may only overhang the sides of pallets by prior agreement. If this requirement is not met, the supplier will be charged for the additional repacking

costs (see also section 5).

Where possible, each load carrier must contain only one type of article and/or goods from a single order. Consignment goods should be packed separately from stock goods. The maximum weight of 900 kg per load carrier must not be exceeded.

3.4 Condition on delivery

Deliveries must be made using vehicles suitable for unloading via dock levellers. As a rule, vehicles are unloaded from the rear. Any alternative unloading method (e.g. unloading from the side in the yard) must be notified at least 24 hours in advance. The standard dock height is 1.20 m; the dock leveller's tilt range allows for further height adjustment. The supplier must package the goods to provide lasting protection against moisture and damage. Both economic and environmental considerations must be taken into account when selecting packaging. EU and national legislation, including requirements on labelling and the prevention of packaging waste, must be complied with. Transportation equipment and packaging will only be accepted in perfect condition. For deliveries that do not meet the requirements (damaged or incomplete packaging or labelling, etc.), we reserve the right to refuse acceptance. If we accept such a delivery, we will charge for the additional costs incurred (see also section 5).

3.5 Pallet heights

CCG1: Pallets (1,200 × 800 mm, Euro pallet) must not exceed an overall height of 1.05 m (including the pallet, measured from the floor) or a maximum weight of 900 kg.

CCG2: Pallets must not exceed an overall height of 1.95 m (including the pallet, measured from the floor) or a maximum weight of 900 kg.

Hazardous substances/lithium-ion (storage classes 2A, 2B, 3, 4.1B, 5.2, 6.1D, 8A, 8B, 10, 11, 12, 13 and Li-ion): Pallets must not exceed an overall height of 1.35 m (including the pallet, measured from the

floor) or a maximum weight of 900 kg.

We reserve the right to charge for repacking.

Other dimensions will only be accepted following prior consultation with and approval by NORDWEST.

3.6 Fees

We will not cover fees for exchanging or providing load carriers, such as Euro pallets or mesh boxes.

4. Safety

For occupational safety reasons, we will only accept deliveries that allow for safe unloading. Deliveries posing obvious safety risks (e.g. unstable or damaged pallets, overturned load units, mould) may be refused.

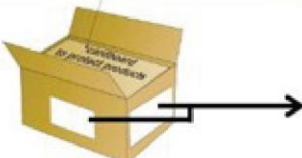
5. Liability

If the above requirements are not observed, we will charge the supplier for the reasonable additional costs incurred as a result. The supplier retains the right to demonstrate that no additional costs were incurred or that they were lower.

Shipping instructions

Labelling shipping cartons and inner cardboard boxes

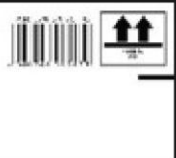
Please insert a protective sheet (e.g. cardboard) to prevent damage to the goods when the carton is cut open



Shipping carton labelling – one label on each of 2 sides, as shown:

Produced for **NORTHWEST Handel AG**
NORTHWEST order no.: 84100413
NORTHWEST article no.: 400020999

Units per shipping carton: 200
Dimensions: 30 x 40 x 15 cm
Gross weight: 5.9 kg
Net weight: 5.6 kg
Carton number: 1 of 3 cartons

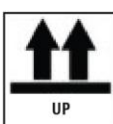


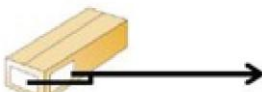
ART. 1234 56 -1



38,87 mm

55,94 mm





If an inner cardboard box is used:
Inner cardboard box labelling – one label on each of 2 sides, as shown:

Produced for **NORTHWEST Handel AG**
NORTHWEST order no.: 84100413
NORTHWEST article no.: 400020999
Quantity per carton: 5 units



Comments

- Each carton must be labelled with the information specified above.
- The sticker layout may deviate from the figure above, but should contain the required information.
- The EAN code is identical to the EAN code of the article. NORTHWEST does not use separate EAN codes for the cardboard boxes.
- Dangerous goods must bear additional labels in accordance with the applicable guidelines and legislation.

Palletised deliveries

Interlocking stacking



Example of a crate



Column stacking



Example of strapping





Pallets must be wrapped in stretch film or shrink wrap both to secure the load and to protect it from moisture and dirt. The film must cover at least 70% of the pallet foot, with at least three wraps around it.



Load units must be sufficiently stable to reduce the risk of tipping and ensure trouble-free transport throughout the logistics process.



Unacceptable load distribution



Figure showing an incorrectly loaded load carrier

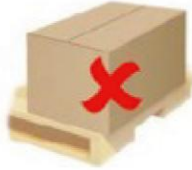


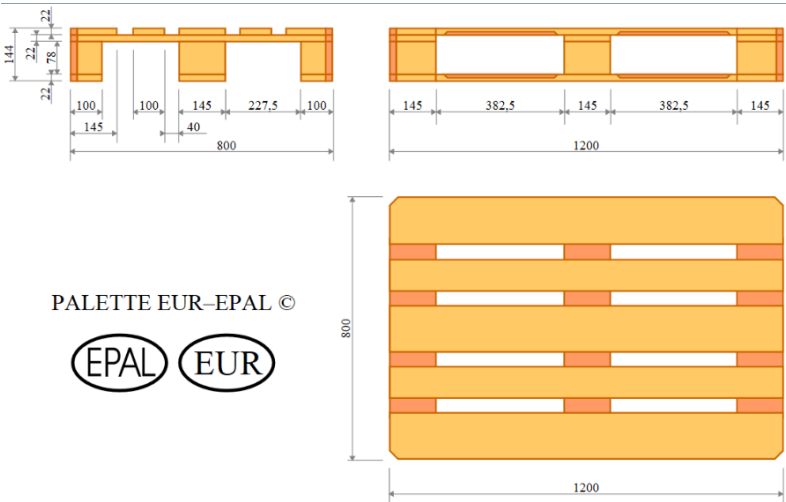
Figure showing an unacceptable pallet load with an overhang >1 cm

If a product cannot be adequately secured using stretch film, additional measures are required, such as multiple PP straps (at least two straps in each direction, lengthways and crossways) or a sturdy wooden or metal crate, to ensure damage-free transport throughout the logistics chain. The use of metal strapping is prohibited!

Specifications for Euro pallets

The Euro pallet is a four-way wooden flat pallet measuring 1,200 × 800 × 144 mm, which can be moved using any standard hand pallet truck. When new, the flat pallet has a rated load capacity of up to 1,500 kg. Only pallets with a residual moisture content below 22% will be accepted. Only pallets bearing the international labelling can be accepted as Euro pallets. The international requirements must be met.

 800 × 1,200 × 144 mm, 1,500 kg rated load, kiln-dried	 ≤ 22% wood moisture content	 Rough-sawn, standardised nail pattern
 Pallet organisation or railway undertaking labelling	 IPPC labelling– manufacturer code	 EUR labelling



Only deliveries on pallets in the New, A and B quality classes will be accepted, as only these are suitable for high-bay racking. Pallets in quality class C and pallets that are unfit for use will not be accepted (For quality requirements, see <https://gpal.epal-pallets.org/>)