

Heidelberger Druckmaschinen AG  
69159 Wiesloch · Germany · [www.heidelberg.com](http://www.heidelberg.com)

Heidelberger Druckmaschinen AG

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2. December 2020

## Shipping Regulations for Europe

Dear Sir or Madam,

For all shipments for which Heidelberg is the payer of freight (Incoterm EXW/ FCA), we hereby specify for the execution of the transportation performance, the carrier correspondingly designated by us in these Shipping Regulations. For Germany, the following carrier has been designated for our logistics concept:

### For all shipments to Heidelberg larger than 30 kg

**Fritz GmbH & Co. KG**  
Franz-Reichle-Straße 2  
74078 Heilbronn, Germany

#### Contact person:

Mrs Güclu phone +49 7131 1573 5316  
Mrs Landel phone +49 7131 1573 5314

**Email:** [service.international@fritz-gruppe.de](mailto:service.international@fritz-gruppe.de)

These shipping regulations shall be valid for all deliveries in all plants at Heidelberger Druckmaschinen AG.

Any queries pertaining to settlement or problems should be addressed to the following listed contacts person for clarification.

Mr Thorsten Bauch phone.: +49 6222 823769  
Email: [Thorsten.Bauch@heidelberg.com](mailto:Thorsten.Bauch@heidelberg.com)

### Notifications of shipments when forwarding freight:

**Notifications must be received on Day A by no later than 4:00 pm at the freight forwarders per fax/email.** The carrier shall then collect the shipments on Day B at your location and deliver the shipments on Day C/D/E, depending on the transit time involved, in Wiesloch. Information on the transit time involved is available from our carrier.

Confirmation of punctual notification to the freight forwarder shall be the date and time of its transfer. Where possible, please use the notification form provided by Fritz GmbH & Co. KG.

Before the first delivery please contact the above-mentioned person at the freight forwarder's to clarify your specific shipment conditions.

### Shipments to HEIDELBERG smaller than 30 kg should be given to the parcel service

#### Customer numbers:

DHL Express: **NEW** 952198712  
TNT Express: 70307840  
UPS Express: 4241A5

The following link to DHL Express is available to you for simple shipment handling. This link can be used to handle the complete shipment without having your own account. Shipment details can be recorded, the label printed and collection booked. The costs are always billed to Heidelberg.

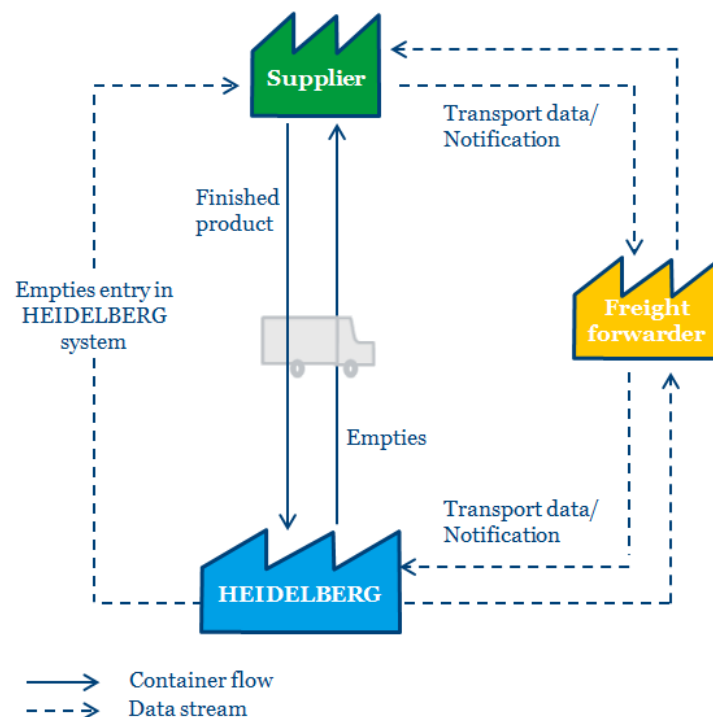
<https://myepp.dhl.com/gw/premiumweb/public/LoginByHash.action?hash=7efda7432e9d1591497b0963bbd7d8947e3111a34b913d2636b02a0753e724b6>

### Handling EURO pallets / EURO mesh box pallet

#### Exchange process

All pool containers are exchanged exclusively and directly between the supplier and HEIDELBERG.

The freight forwarder is solely responsible for the transportation function, it shall not run an empties account for the supplier, and it may not make any direct exchange of Euro pool goods



If, despite this, the supplier exchanges pool containers with the freight forwarder, these containers shall not be entered into the HEIDELBERG empties account for the supplier. Any refund of the pool containers in

11. March 2020

this instance is an issue that has to be clarified bilaterally between the supplier and the collecting freight forwarder – HEIDELBERG shall not be held responsible here nor be liable for clarification.

Both the supplier and HEIDELBERG shall bear responsibility for regular settlement of the empties account. Larger container holdings are to be avoided by the supplier proactively requesting empties be returned. Containers are exchanged with containers only – refunds of value fringe benefit remuneration are not possible.

### **Requesting empties**

Pool containers can be requested using the HEIDELBERG container numbers BF.023.1024 (Euro pallet) and BF.032.1022 (Euro mesh box pallet) as follows:

- For all suppliers previously affiliated with Eurolog, empties can only be requested through Eurolog.
- All suppliers not yet affiliated with Eurolog can request empties by sending an email to [WIE.Versand.H48@heidelberg.com](mailto:WIE.Versand.H48@heidelberg.com)

### **Quality criteria/ Complaint process**

Only high-quality Euro pallets and Euro mesh box pallet with at least EPAL quality grade B (undamaged) with EPAL/EPAL and UIC/EUR identification may be exchanged.

If the supplier receives pool containers from HEIDELBERG, that do not meet the above-mentioned quality criteria, then following receipt of such containers a complaint is to be promptly submitted per email to [Leergutmanagement@heidelberg.com](mailto:Leergutmanagement@heidelberg.com). The complaint must contain the following information:

- Detailed description of the defect involved and/or representative pictures
- Delivery note number
- Delivery date
- Quantity

If HEIDELBERG receives pool containers from the supplier that do not meet the above-mentioned quality criteria, a complaint will be submitted promptly to the supplier following delivery.

### **The shipping regulations are binding for all EXW/ FCA shipments.**

If you delegate a transportation service provider at your own discretion, then this shall be solely at your own expense. We shall only accept invoices from transportation service providers that have been designated by us in accordance with the contractual agreement.

We hereby notify you that the delivery dates cited in the orders or scheduling agreements are fixed delivery dates. Please note therefore, the cited transit time in your material planning.

With kind regards,

Heidelberger Druckmaschinen AG

ppa. C. Woesler  
Head of Procurement

i.A. T. Bauch  
Procurement Logistics