

Heidelberger Druckmaschinen AG
69159 Wiesloch · Deutschland · www.heidelberg.com

Heidelberger Druckmaschinen AG

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24. Januar 2024

Shipping instructions as of January 2024

Dear Sir or Madam,

for all deliveries for which Heidelberger Druckmaschinen AG is the freight payer (Incoterm: EXW/FCA), these shipping instructions specify the execution of the transport service.

The shipping regulations are mandatory for all EXW/ FCA shipments.

If you instruct 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.

For Germany/Europe, HEIDELBERG specifies the following freight forwarder:

For shipments to HEIDELBERG larger than 30 kg

Factory locations Wiesloch/ Walldorf, Kiel, Neuss or Amstetten

**Schenker Deutschland AG
Office Mannheim
Ruhrorter Str. 9-21
D – 68219 Mannheim**

Contact: Mr. Lederle/ Mr. Djeridi
Phone: 0621-8046 -361/ -364

Email: de.sm.mhg.customer-tower@dbschenker.com

Factory location Brandenburg

Schenker Deutschland AG
Office Magdeburg
Saalestraße 35A
39126 Magdeburg

Contact: Mrs. Wacker-Lehmann Tel. + 49 391 50934 116
Email: magdeburg.erfassung@dbschenker.com

First notification:

If necessary, please get in contact with the named persons of the freight forwarder listed above by phone or email to clarify your specific shipping conditions.

To place your order, it is intended to do the booking in the freight forwarder's "Connect" system. Schenker will clarify the use of the system with you and will support you with an introduction of the system.

Please only use the attached shipping order form for the transport booking if you have no access to the "Connect" system.

Please contact the person listed below for using possible parcel and express service provider for shipments to HEIDELBERG smaller than 30 kg

If you have any questions about processing, need for clarification or a parcel service, please contact the following contact person:

Mr Thorsten Bauch Phone.: 06222 / 82-3769
Email: Thorsten.Bauch@heidelberg.com

Delivery Dates

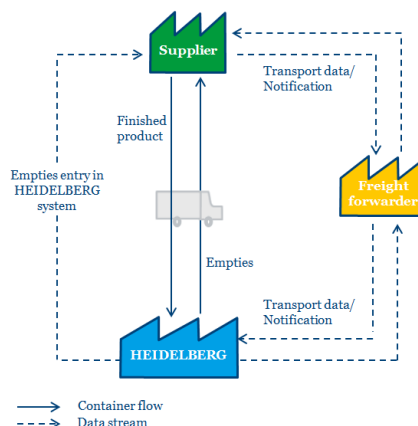
We hereby notify you that the delivery dates mentioned in the orders or scheduling agreements are fixed delivery dates. Please note therefore, the quoted transit time in your material planning.

Handling of EURO pallets / EURO mesh box pallet

Exchange process

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

The forwarder's function is limited to transportation; the forwarder does not keep an empties-account for the supplier and may not exchange EURO pool containers directly.



If the supplier does exchange pool containers with the forwarder, these containers will not be credited towards the supplier's HEIDELBERG empties account. In this case, the return of the pool containers must be agreed bilaterally between the supplier and the collecting forwarder – HEIDELBERG does not accept responsibility and will not offer any help in settling the matter.

The supplier and HEIDELBERG are both responsible for balancing the empties-account on a regular basis. To avoid large container credits, the supplier must proactively request empties. Containers will only be exchanged for other containers – other forms of compensation are not possible.

Requesting empties

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

- All suppliers registered with EUROLOG must request empties exclusively via EUROLOG.
- Suppliers not yet registered with EUROLOG may request empties by e-mail to WIE.Versand.H48@heidelberg.com

Quality criteria / complaint process

Only adequate EURO pallets and mesh box pallets of EPAL class B (undamaged) or higher and labeled EPAL/EPAL and UIC/EUR shall be exchanged.

If the supplier receives pool containers from HEIDELBERG, that do not meet the above-mentioned quality criteria, then a complaint has to be submitted by email to Leergutmanagement@heidelberg.com immediately following the receipt of such containers.

If HEIDELBERG receives pool containers from the supplier that do not meet the above-mentioned quality criteria, a complaint will be submitted to the supplier immediately following the receipt of such EURO pallets/ boxes.

With kind regards,

Heidelberger Druckmaschinen AG

ppa. Franziska Liebel
Head of Procurement

i.V. Thorsten Bauch
Head of Procurement
Service & IT

Transport order		Branch Mannheim, mail to de.sm.mhg.erfassung@dbschenker.com			
Shipper Name Street Zip Code City /Country Contact/Phone		Pick up date: at _____ Pick up time: from _____ till: _____ o'clock Delivery term: EXW/ FCA		*Products: DB SCHENKERsystem <small>*The respective conditions of use of the DB Schenker products and additional services apply. Without specification the standards of DB SCHENKERsystem are used.</small>	
Consignee Name Heidelberg Druckmaschinen AG Street Zip Code City /Country Contact/Phone		<input type="checkbox"/> Tail lift _____ pick up <input type="checkbox"/> Longgood Type select longgood type <input type="checkbox"/> Customs Clearance <input type="checkbox"/> Dangerous Goods (details on page 2)			
references for collection:					
Marks and Numbers	Quantity	Kind of packages	Content - Declaration	Weight (kg)	length*width*height (m)
		CUSTOMER			
Value of goods €:		CBM:		LDM:	
Special instructions for transport, loading, unloading:					
<p align="center">Schenker Deutschland AG</p> <p><small>We operate exclusively in accordance with the Allgemeine Deutsche Spediteurbedingungen 2017 - ADSp 2017 - (German Freight Forwarders' General Terms and Conditions 2017) and - if they do not apply for performing logistics services - with the Logistic-AGB (General Terms and Conditions of Logistics-Services Providers), as of March 2006. Note: In clause 23 the ADSp 2017 deviates from the statutory liability limitation in section 431 German Commercial Code (HGB) by limiting the liability for multimodal transportation with the involvement of sea carriage and an unknown damage location to 2 SDR/kg and, for the rest, the customary liability limitation of 8.33 SDR/kg additionally to Euro 1.25 million per damage claim and EUR 2.5 million per damage event, but not less than 2 SDR/kg.</small></p>					