

DELIVERY SPECIFICATIONS

1. General

Delivery address: HÖHN Display + Verpackung GmbH
Boschstraße 17
89079 Ulm

Invoice address: HÖHN Display + Verpackung GmbH
Hohnerstraße 6–8
89079 Ulm

Invoices must always include the name of the customer!

Receipt of goods: Monday–Thursday: 07.00 am –03.30 pm
Friday: 07.00 am –12.00 am

Only deliveries that have been announced 24 hours in advance for the day of delivery will be unloaded.

Only rear unloading, no jumbos.

Notification: All deliveries of 5 pallets or more must be announced to the goods receiving department by the supplier or freight forwarder at least 24 hours before delivery. The notification must be made in writing.
The delivery note must be sent by e-mail at the latest after loading..

Delivery note: 2* copies, material number, order number and job number must be indicated.
Partial deliveries must be indicated.

Quality Assurance Agreement: The supplier shall send an inspection report for each order (each delivery) to our purchasing department, which must be submitted with the delivery at the latest.

Transport protection: The used packaging must provide sufficient protection against external influences.

Non-compliance: In the event of non-compliance with the delivery instructions, we take the liberty of invoicing the additional expenses incurred by us. This amounts, for example, to 30.00 EUR per pallet if the pallet height is not complied with. For the processing of complaints, we will charge 25.00 EUR as a lump sum.
For missing notifications, we will charge 250.00 EUR.

Contact persons: Marcus Häussler, Internal Logistics, +49 (0)731 494-277
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* When notifying us, please state the delivery time, the number of pallets, with a time window of +/- one hour. We reserve the right to request a postponement of this time window if necessary.

Confirmation of receipt and compliance:

Date: _____ **Signature and company stamp:** _____

2. 2. **Delivery Specifications for Cardboard**

- Pallet height:** Up to a size of 750 x 1,060 mm = maximum 1,550 mm incl. pallet
and from a size of 751 x 1,061 mm = maximum 1,370 mm incl. pallet
- Pallet weight:** Maximum 1.500 kg
- Pallet design:** New dry one-way pallet, non-stop suitable (example drawing attached), min. entry width 530 mm on the open side. The pallet has the exact size of the carton format. No double pallets, no crosspieces on the open side. No two stacks on one pallet.
1. No cross supports at the bottom
 2. Minimum height of the pallet grid in machine direction 18 mm.
 3. Gaps of the pallet grid at least 30 mm
 4. Maximum width of the individual slats 100 mm
 5. Pallet runners in machine direction up to 690 mm without an intermediate foot and from 691 mm with an intermediate foot
 6. Minimum height of pallet blocks 105 mm
 7. There must be a separating foil between the pallet grid and the substrate

Everything else can be seen on the enclosed drawing.

- Pallet flag:** Each pallet flag must contain the following information:
- Description of the material (type, quality) Format in
 - cm
 - Running direction of the material
 - Grammage of the material
 - Net weight in kg per pallet
 - Gross weight in kg per pallet
 - Pallet number
 - Our job number
 - Manufacturer number of the supplier Tambour
 - number
 - Our order number
 - Our material number
 - Your order/commission number
 - Positioning: long and short side underneath the stretch foil

- Remaining pallets:** Only 1 remaining pallet per specification
- Delivery condition:** Absolute flatness, stacking with exact edges, no contamination
- General:** Reamed goods are not permitted

3. 3. Delivery specifications for paper

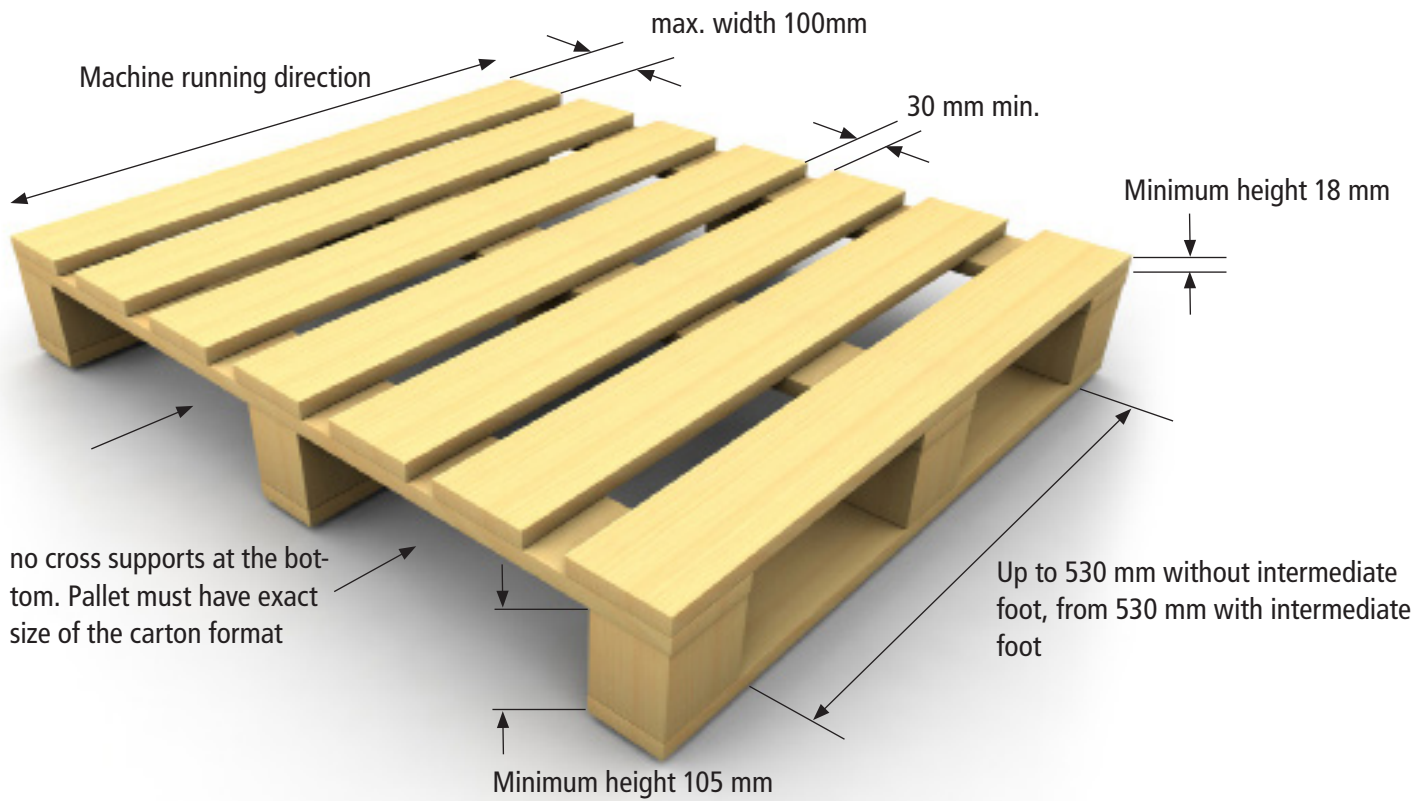
- Pallet height:** For all deliveries directly from the factory, a maximum pallet height of 1,150 mm applies.
For all deliveries from the warehouse, the maximum pallet height is 1,300 mm.
- Pallet weight:** Maximum 1,500 kg
- Pallet design:** New dry one-way pallet, non-stop suitable, min. entry width 650 mm on the open side.
Pallet must have exact size of paper format. No double pallets, no crosspieces on the open side.
No two stacks on one pallet.
- Pallet flag:** Each pallet flag must contain the following information:
- Description of the material (type, quality)
 - Format in cm
 - Running direction of the material
 - Grammage of the material
 - Net weight in kg per pallet
 - Gross weight in kg per pallet Pallet
 - number
 - Our job number
 - Manufacturer number of the supplier
 - Tambour number
 - Our order number
 - Our material number
 - Order/commission number
 - Positioning: long and short side underneath the stretch foil
- Remaining pallets:** only 1 remaining pallet per specification
- Delivery condition:** absolute flatness, stacking with exact edges, no contamination
- General:** reamed goods are not permitted

4. 4. Delivery specification for corrugated cardboard and corrugated cardboard packaging

Pallet height:	1.700 mm incl. pallet
Stacking:	Applies only to corrugated sheets: From a quantity of 1,500 sheets and dimensions larger than 600 x 800 mm, only 1 stack may be placed in the center of the pallet, as close to the edge as possible. Below a quantity of 1,500 sheets, 2 stacks may always be placed in the center of the pallet.
Pallet overhangs:	Only valid for corrugated board packaging - if several stacks are placed on one pallet, the maximum overhang allowed is a basic stack size of 900 x 1,300 mm.
Pallet design:	Dry, clean Euro pallet (800 x 1,200 mm) or industrial pallet (1,000 x 1,200 mm)
Pallet flag:	Each pallet flag must contain the following information: <ul style="list-style-type: none">■ Description of the material (type, quality)■ Format in cm■ Running direction of the material■ Grammage of the material■ Net weight in kg per pallet■ Gross weight in kg per pallet■ Pallet number■ Our job number■ Manufacturer number of the supplier■ Tambour number■ Our order number■ Our material number■ Order/commission number
Positioning:	long and short side below the stretch foil
Remaining pallets:	only 1 remaining pallet per specification
Delivery condition:	Absolute flatness, stacking with exact edges, no contamination. Machine sheets in open corrugation must be placed with the corrugation facing upwards. Machine sheets or blanks must not be stacked in an interlocked manner. A sheet must be placed between the pallet and the delivered machine sheets, blanks or corrugated board folding cartons to protect them from contamination. The covering must be provided with two boards tied with plastic straps. The minimum size of the boards should be 800 or 1,000 mm, depending on the basic size of the pallet used (Euro or industrial pallet). If the size of the goods is larger than the basic size of the pallet used, the boards must be 20 mm longer than the goods..

Attachment

Non-stop pallet specifications



This specification only applies to cardboard; paper is excluded from this.