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**Delivery specifications  
for suppliers**

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**TLN0001**

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**Introduction**

**As a manufacturer of high quality products in the area of fastening technology, TOX-Dübel-Technik GmbH & Co. KG follows high quality standards, particularly in the implementation of logistical processes.**

**The conditions for delivery and marking of goods described below must be observed and maintained at all costs to ensure undisturbed storage.**

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Signed del Castillo	Signed Aleker	Signed Schrenk		

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**TLN0001**

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**1 Area of use**

The delivery specifications apply to all incoming production materials (incl. packaging material, bulk ware) as well as to all items to be sold (finished products, commercial goods). Exceptions or deviations are only possible after written approval by the TOX staff members concerned.

**2 Delivery times**

Mo – Thurs 6.45 – 12.00 / 12.30 – 15.30  
 Fr 6.45 – 12.00 / Closed on Fridays from 12 noon onwards  
 Delivery at other times after prior agreement with the incoming goods department.  
 (Tel. +49 (0)7576 / 9292-174)

**3 Notification of dispatch**

Delivery must be reported 1 day in advance in writing (notification of dispatch) to the fax number (+49 (0)7576/9295-213) or the e-mail address [bkempter@tox.de](mailto:bkempter@tox.de) specifying the delivery date, delivery time, amount delivered (number of pallet) and place of delivery.

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**TLN0001****4 Form of delivery**

Delivery should usually take place on Euro wooden pallets in accordance with DIN 15 146. Alternatively, with the prior approval of the purchase department, delivery can also take place in lattice boxes, containers or as a parcel. The following conditions apply to delivery on wooden pallets:

- Goods must be secured against slipping (e.g. by wrapping them with transparent stretch foil)
- Each pallet must be marked boldly and legibly
- The maximum delivery height including the pallet is generally 900 mm, unless otherwise agreed on.
- The delivered goods as well as their packaging must be clean and undamaged.

In case of damages, TOX reserves the right to return the delivered goods. If necessary reports of damages will be enforced upon the supplier by means of a debit note.

**5 Delivery papers**

The following specifications are required on the delivery papers at all costs:

- Delivery address
- Supplier
- TOX supplier number
- TOX order number
- TOX item number
- Suppliers' item number
- Total delivery amount and delivery amount divided up according to load being carried (e.g. 3 pallets at 100 kg and 1 pallet at 75 kg)

The specifications on the delivery note must correspond to the specifications marked on the pallet (load carrier).

Delivery papers needs to be attached outside of the products, visible and secured for the transportation.

**6 Contract penalty**

TOX reserves the right to return goods that do not correspond to the given specifications for delivery and marking or to fully deduct from the invoice the amount required for subsequent work at the time of acceptance of the delivery (at least 50,--€ per pallet)

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