


<b>F</b>	<b>General logistic conditions</b>		
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### 1. Signing delivery notes

- Delivery notes may only be signed by employees of the goods receipt department.

### 2. Packing list

- Receipt of goods will only be accepted if they are accompanied by a packing list showing the purchase order number of Bunzl Arnhem.
- Each item number needs to show our article number, the exact quantity and the correct number of pallets or pallet layers.

### 3. Registration of Bunzl Arnhem shipments

- All shipments must be registered at least 2 working days before delivery.
- The telephone number of the goods receipt department is 0031 26 3845193 or registration via e-mail [ontvangst.arnhem@bunzl.nl](mailto:ontvangst.arnhem@bunzl.nl).
- The opening hours of the goods receipt department in **Arnhem** are:
  - Monday to Thursday from 08.00 a.m. till 12.30 p.m. and from 13.00 till 15.00 p.m.
  - Friday from 08.00 a.m. till 12.30 p.m.
- The opening hours of the goods receipt department in **Duiven** are:
  - Monday to Thursday from **09.00** a.m. till 12.30 p.m. and from 13.00 till 16.00 p.m.
  - Friday from **09.00** a.m. till 12.30 p.m.

### 4. Pallets


- Unless otherwise indicated and agreed, the goods must be delivered on 80 x 120 cm europallets with a maximum height of 150 cm.
- Pallets must be treated according to the ISPM15 guidelines.
- Stack within the measurements of the pallet (80 x 120 cm).
- Maximum weight per pallet is 750 kg.
- Pallets must be in a good state of repair; pallets with loose planks and/or other parts such as nails will be refused.
- In the event that items are ordered by pallet layer, they may be stacked on top of one another, as long as a pallet carrier is used.
- Printed items/shipments must be delivered on separate pallets per order/type.
- In the case of combined consignments, the smallest consignment must be stacked on top.

### 5. Labels

- All packages/boxes delivered must bear a legible label.
- The label(including EAN-code) must be visible on the outside of the box, and if agreed, must state the item number and item description of Bunzl Arnhem.
- Contents of packing unit.
- Productioncode(if applicable).
- Hazard class(if applicable).

### 6. Outer boxes


- Shipments with collapsed boxes will be refused for quality reasons.
- Incomplete packaging quantities (residual boxes) will not be accepted.
- The quality of the outer box may not be changed without permission of the Bunzl purchase department.
- Packaging has to be delivered as neutral as possible, preferably without your brand and/or company name.
- The maximum weight per package is 23 kg.

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## 7. Packaging

- The packaging(quality/size) may not be changed without the permission of the Bunzl purchase department.
- Also changes in the stacking of the pallet or pallet layer are not allowed without Bunzl permission.
- Supplying residual packaging with incomplete quantities is not permitted.

### 8.1 Products destined for 'food'

- All products for food must be packed hygienically and on the outer boxes the food safety symbol should be visible. 

### 8.2 Products with chemical composition

- If products supplied are of a chemical composition according to the REACH legislation EU 1907/2006, we need to receive a Material Safety Data Sheet(digital version) before delivery.

## 9. Bunzl Arnhem right of return

- In the event that an article (standard and current article, not customer-specific) we have purchased from your company, does not turn out to have the desired turnover rate, we have the option of returning this article to you within 12 months, in return for full credit.

## 10. Refusal of shipments

- In principle, we will refuse all shipments that do not comply with the requirements stated above.
- Refused shipments must be collected for return immediately.

## 11. Direct deliveries to customer

- In case of direct deliveries, d.d.p. is the general delivery term, unless agreed otherwise.
- In case of direct deliveries we would like you to send us a copy of the shipping note on the day of shipment. This needs to be send by e-mail to [orderbevestigingen.arnhem@bunzl.nl](mailto:orderbevestigingen.arnhem@bunzl.nl).