

BRIEF DELIVERY PROCEDURE FF

This document contains the brief delivery specifications.

1.1. DELIVERY TIMES AND LOCATION

On working days from 8:00 am to 5:00 pm, at Energielaan 3, 5405 AD in Uden.

(Weekends and holidays are not considered working days)

1.2. PRE-NOTIFICATION

Only articles that have already been created in the Sidekix systems can be pre-notified.

- Pallet delivery
If you register before 12:00 on working days, it can be delivered the following working day.
- Container delivery
Register on working days 72 hours before the desired delivery date. Sidekix will assess the application within 1 working day and agree on a time of delivery, after which the pre-notification is approved.

The pre-notification must be sent to both **teamwork@sidekix.nl** and **logistiek@sidekix.nl**.

1.3. SHIPPING DOCUMENTS & PACKING SLIP

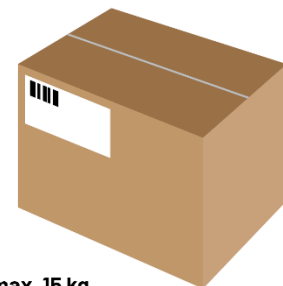
A delivery must always be accompanied by a consignment note and a packing slip with the following information:

- Name contact person.
- Concrete article description incl. Sidekix article number.
- Number of articles in total.
- Number of boxes and/or pallets in total.
- Optional: Expiry date.
- Optional: partial delivery.

1.4. DELIVERY IN BOXES

Items must be packed in sturdy boxes. The following info must be stated on each box:

- Article description and article number from Sidekix.
- Total items per box.
- Number of boxes (number/of).



max. 15 kg

Different types of items must always be delivered in separate boxes. If the delivery consists of 6 boxes or more, the items will be delivered on a pallet.

1.5. DELIVERY ON EURO PALLETS

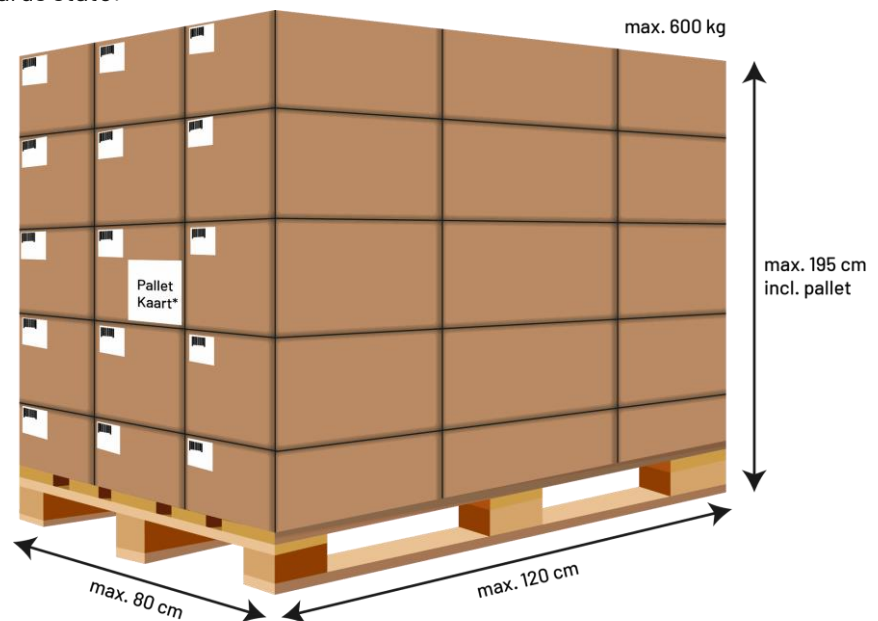
Only Euro pallets are used, these must be exchanged immediately. From 33 pallets, the possibility can be discussed with logistics (logistiek@sidekix.nl) prior to delivery to pick up the pallets (or have them picked up) at a later time.

All pallets must be provided with 2 pallet cards, both on the short side. All pallet cards are numbered (pallet number/total pallets). The pallet cards state:

- Article description;
- Quantity of boxes, bundles or items;
- Total number of items.

Pallets may not have an overhang and must be delivered sealed. Note: the maximum pallet height is 195 cm incl. pallet.

Identical types of items may be packed in large boxes, preferably pallet size boxes (80x120). Of course, taking into account matters such as separation of the items by, among other things, expiration date.



In case of large numbers, max. 1 mix pallet is permitted, provided that the items have been sorted and placed on a pallet with the use of an intermediate pallet and the pallet card contains clear information.

1.6. GENERAL

- Items that are delivered in similar/indistinguishable packaging must be marked externally by means of a unique barcode and article number.
- Items may not be defective (among other things damaged, crooked/bent/sticky/sticky or not machine-processable);
- Sidekix only signs for receipt of articles upon delivery and bears no responsibility or liability for the accuracy of content and numbers on the delivery note, and deviations/damage.
- If the delivery does not comply with this procedure, it will be refused or the extra costs will be charged.