

Delivery and completion conditions for contract manufacturing and contract packing

of the

Weckerle Cosmetics and affiliated companies such as

- Weckerle Cosmetics Eislingen GmbH
- Premium Cosmetics GmbH
- Weckerle GmbH: Location Peissenberg
- Weckerle GmbH: Location Weilheim

1. At the latest one week after receipt of the order we need a short confirmation of the date of delivery. Concerning this, if necessary documents (print data, releases, specifications, etc.) are absent, please contact shortly the corresponding contact partner.
2. Place and date of delivery must match with address and date shown on purchase order and order confirmation. In the case of deviations the supplier must urgently inform the corresponding contact person.
3. The Consignment note (Packing List) must include the following information:
 - a) Number of boxes
 - b) Number of Pallets
 - c) One delivery note per truck resp. per mixed up pallet
4. The delivery note must include the following details:
 - a) Number of delivery note
 - b) Date of delivery note
 - c) Order number of Weckerle Cosmetics or Weckerle Machines
 - d) Supplier number given by Weckerle Cosmetics or Weckerle Machines
 - e) Article number of Weckerle Cosmetics or Weckerle Machines
 - f) Article description
 - g) Number of items per article
5. If the finished packed displays are not dispatched to Weckerle Cosmetics, thus the delivery notes after the collection must be sent to the following fax number:

Weckerle Cosmetics Eislingen GmbH/Premium Cosmetics GmbH:
+49 / (0)7161 - 5038 - 5560

Weckerle GmbH: Location Peissenberg:
+49 / (0)881 - 9293 - 2937

Datum	Änderungsindex	Beschreibung der Änderung	Name
27.10.2009	01	erstellt: Dok.Nr. 027/01 WCE	Dr. S. Barth
12.09.2016	02	Ansprechpartner, Format, 4 c)-e)	C. Stadler

6. All goods shall be delivered on Euro-pallets, unless otherwise specified (one-way pallets- and broken pallets will not be accepted). Trucks have to be qualified for platform unloading. Deliveries on chemical pallets depending our prior consultation.
7. For direct deliveries of materials or raw materials (at supply) of a supplier to Weckerle Cosmetics the entrance of the delivery note at the department SCM must arrive in a narrow time frame (fax number see point 5).
8. Unless otherwise specified only unmixed pallets are accepted. Mixed pallets depending on prior consultation (usually only for redeliveries, remaining material). In the case of deliveries of mixed pallets every carton must be urgently labelled with the content (article number, name, and amount). The note of pallets contains a total overview about every carton with the article number, name and amounts. Per carton a readable label or a readable print with the data specified in point 4 must be present. The Weckerle article number must be additionally printed as bar code on the label/transport packaging.
9. By delivery on euro-pallets, pallets will be changed one by one (same quantity and same condition). Weckerle Cosmetics will keep a pallet account to guarantee later changes if there is a shortage of pallets during delivery time.
10. Contact person for Weckerle Cosmetics Eisingen GmbH/Premium Cosmetics GmbH:
 - a) Logistics, dates etc.: Department Supply Chain Management,
Mr. Braun, tel.: +49 / (0)7161 / 50380 – 5155
 - b) Logistics and transport: Department Supply Chain Management,
 - c) Mr. Braun, tel.: +49 / (0)7161 / 50380 – 5155
 - d) Technical questions, specifications, etc.: Department quality assurance system,
Mr. Boehacker, tel.: +49 / (0)7161 / 50380 – 5271

Contact person for Weckerle GmbH: Location Peissenberg:

- e) Logistics, dates etc.:
Mr. Reisinger, tel.: +49 / (0)881 / 9293 - 2118
- f) Purchase:
Mr. Maier, tel.: +49 / (0)881 / 9293 - 2125

Contact person for Weckerle GmbH: Location Weilheim:

- g) Logistics mechanical engineering:
Mr. Gratz, tel.: +49 / (0)881 / 9293 - 1181
- h) Purchase mechanical engineering:
Mr. Einsank, tel.: +49 / (0)881 / 9293 – 1117
Mr. Storch, tel.: +49 / (0)881 / 9293 – 1112
- i) Logistics bulk production:
tel.: +49 / (0)881 / 9293 - 2123

Please contact directly the responsible person to the above mentioned themes.

11. The forwarders drivers are engaged to unload and, when collecting goods, load their trucks independently.

- 12.** At the latest 2 days after completion of the contract production order a consumption accounting and an inventory summary of the remaining materials must be sent to Weckerle Cosmetics (contents: delivered material, consumption and remainder). The purchase department thereafter decides, which articles can be destroyed and which articles can be sent back. The inventory summary should promptly take place that the remaining materials, which were released by us, can be sent back to us together with the original goods.
- 13.** Additionally we would like to draw your attention to the fact that we need an inventory list to the date of 31/12 yearly. For this purpose the financial department will separately contact you.
- 14.** In the case of failure to comply with the mentioned above, which create a not justifiable additional expenditure causes, Weckerle Cosmetics will reserve a lump-sum for the handling in the amount of 100 €