



CINRAM Goods in Procedure (Printed Components)

as of 07 July 2010

General:

Customers of CINRAM who plan to purchase printed components locally are requested to inform CINRAM customer service of the product immediately.

CINRAM customer service will communicate at the latest 48 hours after receipt of the information a CINRAM material number (i.e. the component identification code, see below), which must be communicated to the local printer and which must be used for any communication concerning production and delivery of the component in question.

Delivery Address:

Components for Plant 4:

CINRAM GmbH
Werk 4; AZF-Komponentenlager
Maurerstrasse 50
D-52477 Alsdorf

Components for Plant 6:

CINRAM GmbH
Werk 6; Halle 8; Komponentenlager
Konrad-Zuse-Straße 1a
D-52477 Alsdorf

Directions , plans : www.cinram.de/de/anfahrt.html

Contact:

At the eve of the arrival, not later than 07:00 p.m., consignments must be announced by fax 24 or email (form: see annex).

Plant 4:

Fax: 0049-2404-58-91340
Phone: 0049-2404-58-1340
Email: AZT.Teamleiter@cinram.com

Plant 6:

Fax: 0049-2404-58-91646
Phone: 0049-2404-58-1646
Email: AZFTeamleiterWerk6@cinram.com

Delivery Time:

Monday till Friday 24 hrs, Saturday upon individual negotiation not later than 11:30 a.m.

Packing Requirements:

All shipments must be packed on Euro-pallets (size 0.8mx1.2m), not on one-way-pallets of only the same size!

All printed components must be packed in firm cartons and must not be stacked loose on pallet.

The cartons must be filled out to each edge, not leaving any space open (if necessary use filling material) in order to avoid damage to the component.

Carton Requirements:

Carton material: min. 140g/m², e.g.: type “B-Welle” or 175g/m², e.g.: type “Kraftliner”

Maximum outer dimension: length 0.4m x width 0.6m x height 0.5m

Maximum carton weight: 10kg

Maximum pallet weight: 500kg

The packed goods must not reach over the outer dimensions of the pallets; total packaging height must not exceed 1.9m.

Moreover the pallets have to be tightly wrapped with transparent stretch-foil.

For any repackaging we will charge a packaging fee of €100/pallet.

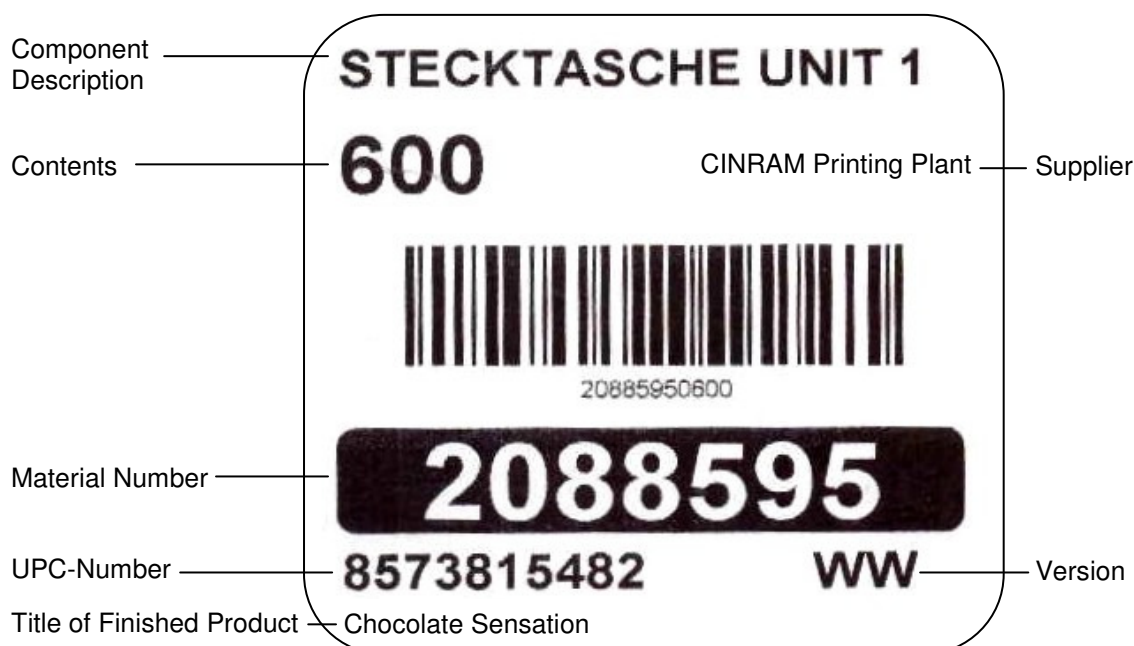
If upon receipt of a consignment we realize that the whole contents has such enormous quality defects that it cannot be used for production we will return the whole consignment at the supplier's expense.

Requirements on Carton Labelling:

Each carton for printed components must be labelled giving at least the following information:

- Component description
- Contents of carton
- Name of supplier
- Barcode of CINRAM material number (7 digits) and quantity (4 digits), example 250 items of material number 2073456 to be transferred into barcode (code 128) 20734560250
- CINRAM (SAP) material number in figures
- UPC-number, version and title of finished product

Carton Label (example):



Requirements on Delivery Note:

- Order-Number
- CINRAM (SAP) material-number as communicated
- Component description
- UPC-number, version and title of finished product
- Total number of pallets
- Total number of cartons
- Amount of each material
- Contact person of supplier (telephone/fax no. and/or e-mail address)
- Each pallet must be accompanied by a separate delivery note.



Lieferavisierung / Delivery Advice

Werk 4 / Plant 4 Werk 6 / Plant 6

<u>Fox Material Nr. / Fox Material No.</u>	
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<u>Produkt-Titel / -Beschreibung</u> <u>Product Title & Description</u>	
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<u>Menge / Delivery Quantities</u>	
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<u>Anz. Paletten / No. of Pallets</u>	
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<u>Lieferdatum / Delivery Date</u>	
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<u>Lieferzeit / Delivery Time</u>	
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<u>Spediteur / Forwarder</u>	
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<u>Lieferant / Producer</u> Name / Contact Name Unterschrift / Signature	
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Bitte senden sie dieses Formular 24 Stunden vor Auslieferung der Waren an die unten genannte Adresse oder Fax-Nummer. Wird eine Lieferung nicht avisiert oder Lieferverzögerungen nicht gemeldet, werden seitens Cinram GmbH Gebühren erhoben. Please forward this notice, per e-mail or per fax, 24 hours prior to the estimated delivery date, to the address/number below. In cases where shipments arrive without a booking or Cinram GmbH is not informed about delays additional costs will be charged.		
Tel.: / Phone:	Werk 4 / Plant 4 + 49 - 2404 - 58 - 1340	Werk 6 / Plant 6 + 49 - 2404 - 58 - 1646
Fax.:	+ 49 - 2404 - 58 - 91340	+ 49 - 2404 - 58 - 91646
Email:	AZT.Teamleiter@cinram.com	AZFTeamleiterWerk6@cinram.com