



## Terms of Delivery Ad Specials

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### 1.1 Notification

All deliveries shall be announced **at least 24 hrs.** in advance of delivery:

Tel.: + 49 (0) 2161 30 31 4 - 0 (availability Mo - Fr from 8 am until 4 pm)

Fax + 49 (0) 2161 30 31 4 - 4 44

E-mail [versand@isi-storage.de](mailto:versand@isi-storage.de) or

via our [web form](#)

The following information is mandatory:

- Sender
- Shipping Company
- Description of goods
- Total number of pallets (only pallets suitable for high bay racking)
- Title of advertising magazine, catalogue or prospectus, incl. issue number
- Delivery date requested
- Delivery time slot requested

**Goods reception times:**

Reception of goods **Mo. - Fr.** from **6 am** until **10 pm**.

Varying times only with prior agreement.

We guarantee the receipt of your goods within two hours, providing our Terms of Delivery are fulfilled.

If the date or time of delivery requested does not coincide with the schedule of ISI storage, we shall contact the notifying party to make an appointment which is convenient for both parties.

**Caution!**

Shipments without prior notification shall be accepted and unloaded solely according to available goods entry capacity.

We do not accept demurrage fees for delays thus caused.

**1.2 Delivery period especially for magazines**

At the earliest: 16 days to publication date of printed matter

Not later then: 11 days to publication date of printed matter

**1.3 Delivery address**

ISI Storage GmbH & Co.KG

Grunewaldstraße 59

41066 Mönchengladbach-Neuwerk

**Provided to attention of: TSB**

**1.4 Delivery quality**

Goods to be delivered must be packed appropriately and securely on exchangeable and undamaged EURO-pallets (size 1200x800mm), suitable for machine handling and high bay racking.

The following quality features should also be observed:

- No protrusion on the short sides of the pallet.
- Protrusion tolerance of up to 10 cm on each longitudinal side
- Any movement or shifting of the goods on the pallet, resulting in an oblique loading must be prevented by effective transportation security.
- Max. pallet height: 150 cm (incl. pallet).
- Total weight must not exceed 1.100 kg.
- Pallet base clearance must be ensured.
- Any load restraint material, such as labels etc. must not be loose. These must be secured or fastened tightly to ensure a smooth warehouse operation.
- Pallets must be loaded with homogenous products and or versions.
- Damages caused during transportation by inadequate packaging and or transportation security shall be borne by the supplier.

## 1.5 Delivery

Each delivery must be accompanied by a delivery note including the following information:

- Sender / Client
- Name / Description of goods
- Total number of pallets and number of items per pallet
- Exact title of magazine, catalogue or prospectus, incl. issue number
- TSB internal order number of the article delivered (if known)
- Code / Version (if applicable)

The pallet label of each pallet must contain the following information:

- Sender / Client
- Name / Description of goods
- Number of items on pallet
- Pallet numbering "No. x" of "y"
- TSB production order number of the article delivered (if known)
- Code / Version (if applicable)

## **1.6 Pallet exchange**

The quality of the euro-pallets used must meet the EPAL standards, which can be accessed: <http://www.epal-pallets.org/de/produkte/tauschkriterien.php>.

Only Euro pallets of Grade "New", "A" and "B" are accepted. Grade "C" won't be accepted.

Only undamaged pallets from the European pallet pool which are compliant with EPAL dimensions like carrying capacity, condition, suitable for exchange, machine handling and high bay racking, will be exchanged on a one-to-one basis. We shall not bear exchange or selling fees for loading equipment (e.g. Euro-pallets or Euro-pallet cages).

## **1.7 Liability**

In the event that the above points are not respected, we reserve the right to bill you for any supplementary costs incurred for the production of processing properties. We shall therefore charge 60 Euros per additional employee/hour. We also reserve the right in this event to charge a processing fee of 20 Euros per delivery.

## **1.8 Legal requirements**

Regulations resulting from recycling management laws shall also apply to the product, the packaging ordinance shall apply to the packaging and the currently applicable regulations for dangerous goods shall apply to dangerous goods.

## **1.9 Modifications to Terms of Delivery**

In the event that modifications to the Terms of Delivery are unavoidable on your part due to the specifications of the goods, these must be agreed directly with

ISI Storage GmbH & Co. KG  
**Tel.: +49 (0) 2161/ 3 03 14-0**

These modifications shall only be deemed agreed upon written confirmation.