



Binding Schedule of Conditions for quotations of SWOP Seaworthy Packing GmbH

1. Placing of orders

The order must be placed by the client via e-mail to vertrieb@swop.eu or to the responsible contact person for order processing and must include the *quotation number (Offerten-Nr.)* and the details stated below.

The client then receives an order confirmation with an individual *order number (Auftrags-Nr.)* from SWOP.

2. Providing details

The client shall provide all details required for order processing and shall also state the corresponding *order number (Auftrags-Nr.)*. This includes in particular:

- Details of goods
 - General information description, quantity, measurements, weight, value
 - Special information e.g. oversize measurements, centre of gravity, special handling specifications, hazardous or fragile goods
- Container details Type, ISO code
- Details on mode of transport Truck, train or inland vessel / barge

3. Addresses for receiving and delivery

The receiving and delivery addresses are the following SWOP premises as stated on the order confirmation:

- Hamburg
 - Zellmannstraße 5-7 21129 Hamburg
 - Antwerpenstraße 3 21129 Hamburg
- Bremerhaven
 - Grauwalling 11 27580 Bremerhaven
- Wilhelmshaven
 - Order individual address according to the order confirmation

4. Trucks handling

On arrival, the driver always needs to register at the Trucker Service Self Console (TSSC) and enters the individual *order number (Auftrags-Nr.)*.

- a) When receiving / delivering goods
the driver shall then report to the reception desk of the truck dispatch in order to coordinate the handling procedure.
- b) When receiving / delivering empty equipment and full containers
the *release number, PIN, ISO code, max. gross und tara* shall also be entered in the TSSC. The driver is then given an interchange document and can directly follow the truck guidance system to the loading/unloading point.



5. Service times

Business days (Monday to Friday) 6:30 a.m. – 2:00 p.m.

If necessary, other times can be agreed upon after prior consultation.

6. Deadlines

The following deadlines must be observed by the client for timely order processing:

▪ Placing of orders	Export (packing/stowage)	7 business days
	Import	3 business days
▪ Notification	Delivery/Collection	2 business days
▪ Goods delivery	for export with prov. booking	7 business days before VGM

If deadlines are not met and deliveries are not notified, handling cannot be guaranteed. Claims regarding demurrage charges are precluded. This also applies, if the notified times are not adhered to.

7. Storage fees

Free outdoor storage for import 3 days / export 5 days / packaging 7 days / dangerous goods 1 day, after which period storage fees will be charged on a daily basis.

▪ Storage	EUR 3.50 per to / day
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Packed containers and flats are delivered to the port terminals no later than 24 hours after stowage. Any subsequent storage will be invoiced according to the above storage fee rates.

8. Customs clearing

Import goods that have not been cleared through customs can be stored at SWOP. In this case, the client must communicate the corresponding *ATB number* prior to the arrival of the goods and must carry out the customs procedure before the goods are received.

9. Special information concerning shipment by barge

The barge must be registered no later than by 8:00 a.m. on the day before transportation.

Subsequent cancellations are subject to a cancellation fee.

Shunting by barge is ex quay wall reception terminal and requires free unhindered navigation and wind speeds limited up to 20m/s.

10. Deviation from premises

An offer is always based on the corresponding enquiry and the details stated therein. In case of deviation from the premises (*e.g. quantity, tonnage, measurements, type of packaging, etc.*) any additional expenditure incurred will be invoiced.

11. General Terms and Conditions of Business

The General Terms and Conditions of Business of SWOP Seaworthy Packing GmbH apply as amended. [GTC available under www.SWOP.eu/AGB]