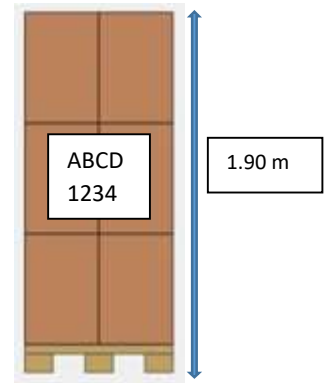


## Supplier data sheet – Goods delivery at MEDEWO/RAUSCH (CH-Meisterschwanden, AT-Wallern, DE-Augsburg)

### 1.) Palletizing / Loading:

- Pallet height:** max. 1.90m, incl. pallet  
(deviation by agreement)
- Protrusion:** Avoid pallet protrusion whenever possible.  
In exceptional cases, send advance information to MEDEWO/RAUSCH stating whether access length or access width.
- Type of pallet:** Wooden Euro pallets in exchange or alternatively one-way wooden pallets (no inferior or damaged pallets).  
Please provide information in advance as to which type is used.
- Labelling:** Neutral pallet labels / pallet flags attached to front and back with MEDEWO/RAUSCH article number, article description and quantity.
- Securing:** Securing of goods by means of strap and/or foils (stretch, shrink).  
Use neutral pallet intermediate / supports.
- Protection:** Weather protection on top by means of neutral cover (paper, cardboard, wood, foil) mandatory. Sensitive surfaces such as white cardboard additionally by wrap-around foils.
- Loading:** It must be loaded on the transport vehicle in such way that unloading from behind is possible, i.e. pallets must be accessible from all sides.



### 2.) Sub-packaging:

- Design:** Adjust packaging of units to the packaged goods and avoid cavities.
- Labelling:** Labelling of the individual packaging units with...
- MEDEWO/RAUSCH article number
  - article description
  - quantity indication of unit + sub-units, e.g. 1000 pcs./cart.; 100 pcs./bundle
  - date of manufacture, batch number (if necessary)
  - MEDEWO/RAUSCH logo and website(s)



### 3.) Order confirmation:

**Point in time:** At the latest 1 day after order in writing by email to orderer.

### 4.) Delivery:

**Vehicle:** Delivery by truck, motor vehicle, articulated lorry (no Sprinter transporters), so that ramp unloading is possible.

**Notification:** **Delivery to Austria and Switzerland:**  
For deliveries of 5 pallets or more, a time slot must be booked at <http://www.cargoclix.com/medewo> no later than 24 hours before delivery. If there are any changes to the reserved time slot, this must also be edited and changed via <http://www.cargoclix.com/medewo>. For short-term changes (less than 24 hours before planned delivery), you must contact the local incoming goods management:  
CH: Mirco Langone, [m.langone@medewo.ch](mailto:m.langone@medewo.ch), Tel. +41 (0)56 676 72 99  
AT: Clarissa Grabmair, [c.grabmair@medewo.at](mailto:c.grabmair@medewo.at), Tel. +43 (0)7249 48000  
**Delivery to Germany:**  
Deliveries of 1 pallet or more must be notified to our incoming goods department by phone or email at least 48 hours before delivery. For short-notice notifications or changes to existing notifications, contact by phone or email is mandatory.

DE: [T.Wareneingang@rausch-packaging.de](mailto:T.Wareneingang@rausch-packaging.de), Tel. +49 (0)821 455 423 86

**Delivery note:** No acceptance of goods possible without delivery note with the following contents:  
- MEDEWO/RAUSCH article number  
- article description  
- quantity / packaging unit; quantity / pallet; total quantity  
- any certifications, e.g. FSC, PEFC, etc.  
- MEDEWO/RAUSCH order number, "EB...".

**Goods receiving:**

CH:	Mon-Fri	07:30 – 11:30, 13:00 – 16:00
AT:	Mon-Thu	07:30 – 11:30, 13:00 – 16:00
	Fri	07:30 – 11:30
D:	Mon-Thu	07:30 – 11:30, 13:00 – 15:30
	Fri	07:30 – 11:30, 13:00 – 15:00

### 5.) Invoice:

**Invoicing:**

By email to	CH:	<a href="mailto:invoice_ch@medewo.ch">invoice_ch@medewo.ch</a>
	AT:	<a href="mailto:invoice@medewo.at">invoice@medewo.at</a>
	DE:	Responsible buyer/purchaser

or in exceptional cases by mail.