

Logistic requirements

It is agreed that Supplier is obliged to:

- appropriately pack, mark and dispatch the goods in accordance with the instructions provided by the Buyer or carrier, in accordance with applicable law,
- dispatch the goods by the preferred track indicated by the Buyer and provide delivery documents to each shipment (an invoice or delivery note),
- make deliveries in accordance to DAP Incoterms 2020, unless otherwise stated in the agreement or in this GTC, all above shall be agreed in written form,
- mark the goods in each delivery with logistic labels including Buyer's material number, qty, production batch number and expiry date (if applicable). Each single or collective packaging must have correct label provided by Nowy Styl.

Sample of a Nowy Styl label:



- notify the deliveries in regards of date and hour of arrival, number of collies, along with truck registration numbers, at least one day in advance with reference to the date of unloading, which allows for unloading trucks in previously confirmed time (only for deliveries on DAP Incoterms 2020),
- in case delivery is arranged by the Buyer team responsible for import shipments, Supplier should determine its logistical capabilities; type of fleet that can be handled (trailers, tandem trailers), whether the ramp loading is possible or 0-level, as well as inform if dedicated equipment is necessary for loading (i.e. fork lift),
- immediately provide originals of bill of loading or other shipping documents referring to each delivery of goods, in accordance with Buyer instructions. On the mentioned shipping documents, the Supplier must place classification symbols of the dispatched goods, in accordance to Buyer instructions,
- include in all correspondence, as well as in shipping documents, Nowy Styl purchase order numbers along with Nowy Styl product codes,
- mark each packaging and include description of goods on labels, bills of loading, import invoices, in order to enable the Buyer an easy identification of received goods. In particular, please pay attention to:
 - Buyer product code number next to product foreign name
 - Buyer purchase order number
 - Buyer contact details
 - HS CODE,
 - country of origin,
 - total net and gross weight.

- Immediately inform Nowy Styl contact person in case of issues regarding timely performance of a confirmed purchase order,
- provide contact data of the Supplier Supervising Manager or Director of Logistic Department.
- provide contact persons along with their replacement in case of absence. Regarding foreign companies, the contact and replacement person must know English in speech and writing at communicative level.

E-mail communication requires that each time it contains e-mail footer with basic data including:

- sender's full name,
- sender's position,
- full name of the company,
- contact phone number.
- provide on the order confirmation document the following information: dimensions of the package (length, width, height), weight and possibility of stacking,
- ensure proper load securing, provide adequate marking on packages with goods prone to damage (i.e. „fragile”), if necessary, ensure labels determining direction the goods arrangement during transport.