 <b>CEMTEC</b> Cement & Mining Technology	<b>Delivery Conditions</b>	<b>en</b>	
Dokumentname: Document Name: Nombre del Documento:	<b>CEMTEC-SPEC0006</b>	Revision	<b>04</b>

# Delivery Conditions

## CEMTEC Cement and Mining Technology GmbH

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Erstellt von: Prepared by: Preparado por:	<b>D. Kristaly</b>	Datum; Date: Fecha:	<b>09.07.2009</b>  ersetzt / substitutes / sustituda:
Geprüft von: Checked by: Chequeado por:	<b>F. Plochberger</b>	Datum; Date: Fecha:	<b>09.07.2009</b>  Seite Page Pagina
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**Revision**

**Index:**

Rev.	Date	Denomination	Name	Appr.
01	10.01.2011	Update to INCOTERMS 2010	DK	DK
02	20.01.2011	Update of transfer of risk	DK	DK
03	10.01.2020	Update to INCOTERMS 2020	DK	DK
04	09.07.2021	Update arrival times	DK	DK

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# 1 General delivery conditions

The general delivery conditions constitute generally accepted instructions for delivery. According to requirements particular orders will be substantiated with specified additions.

## 1.1 Terms of delivery

Terms of delivery have to be itemized within the order, generally, following INCOTERMS are available:

**a) FCA** (Free Carrier) named place, dispatched for export, according to INCOTERMS 2020.

**b) DAP** (Delivered At Place), untaxed, according to INCOTERMS 2020.

## 1.2 Transfer of risk

Transfer of risk according agreed INCOTERM.


## 1.3 Packing

Packing has to correspond to conditions of delivered goods. Furthermore it has to withstand operational demands of several modes of transportation as well as repeated transshipment has to be taken into account.

ISPM 15 attested wood packing: The packing of goods shall be suitable for the country of destination! The wooden packing has to consist of solid wood and shall be heat treated as well as fumigated.

The wood packing has to be marked as follows:  
According ISPM standard regulations stipulated marking (IPPC-Logo, etc.)  
Synthetic pallets are also possible.

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## 1.4 Destination address

Unless otherwise agreed within the order:

CEMTEC Cement and Mining Technology GmbH  
Ennschafenstraße 40  
A-4470 Enns

### Arrival times:

Monday - Thursday 7.00 a.m. - 3.00 p.m.  
Friday no arrival/delivery

We point out that goods will not be accepted outside our arrival times (Please forward this information as well to your forwarding agent). For the matter of default we can't accept any costs (dwell times). For exceptional cases we are disposed to agree other pick up times against notification and agreement.

## 1.5 Contact

### **Logistics Department**

Mrs. Daniela Kristaly  
Tel. 0043 7223 83620 668  
Fax. 0043 7223 83620 333  
e-mail. d.kristaly@cemtec.at

## 2 Labelling


### 2.1 Labelling of parts

Each single part has to be labelled with CEMTEC Item number. Based on the order / technical documentation it is obligatory that labelling of parts has to conform continuously, clearly and completely throughout especially through:

- packing list
- labelling of all individual parts
- or directly on the individual parts.

An identification of the goods has to be also possible even of staff which is not familiar with this matter.

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Labelling of parts has to be done by using adequate medium (tag, stamping, direct application). Marking has to be readable and durable and has to be suited with the place of storage (inside or outside storage).

## 2.2 Labelling of packages

CEMTEC GmbH  
Ennschafenstraße 40, A-4470 Enns  
Project: "XXXXXX"  
Order number: "XXXXXX"  
Item number:  
Dimensions:  
Total net weight:  
Total gross weight:

## 2.3 Labelling of additional delivery

The labelling of additional shipments has to comply with the previous delivery. The labelling should indicate the correct CEMTEC-item number.

An additional delivery occurs if following matters happened:

- Forgotten / delayed / interchanged goods of the supplier
- Replacement of damaged goods

# 3 Documents


## 3.1 Preliminary specification of delivery

On demand of CEMTEC the supplier has to send such a specification via e-mail during five working days. Exceptional dimensions, heavy loads as well as dangerous goods have to be labelled particularly.

## 3.2 Note on readiness for delivery

Note on readiness for delivery has to be sent via e-mail to CEMTEC latest five working days before estimated delivery. The note on readiness for delivery is valid if we have received the delivery note or relevant packing lists including evidences for readiness.

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Following content should be mentioned in the note on readiness for delivery for acceptance:

**a) FCA Delivery according INCOTERMS 2020:** Point of departure, description of goods, dimensions, weight of each colli, pick up times, contact person, telephone number and e-mail address

**b) DAP Delivery according INCOTERMS 2020:** Description of goods, dimensions, weight of each package, delivery times

### 3.3 Delivery notes and packing lists

Delivery notes are a part of documentation and have to accompany delivery in German and English language. Comprehensible allocation of goods according purchase order has to be assured. Following requirements have to be covered:


- CEMTEC Project number
- CEMTEC Order number
- CEMTEC Item number
- Dimensions for each Package
- Total net and gross weight for each Package
- Customs tariff number

Packing lists have to be issued in the predetermined language according to attached form of CEMTEC. Exceptions are announced by CEMTEC in time. Details within the packing lists have to correspond exactly with the specification of the order / technical documentation. Additional instructions within these documents have to be fulfilled. Each single part has to appear within the packing list separately.

Not mentioned parts in the packing lists are classified as not delivered. Every colli has to have its own packing list. Collective names, abbreviations and headings are not allowed. This term is also valid for references like “detto”, “etc.” and so on.

CEMTEC-delivery notes as well as packing lists should accompany goods for assembling or delivery. Insufficient or incomplete packing lists have to be corrected immediately. The costs shall be borne by the supplier.

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### 3.4 Approval of delivery

In case of difference between the destination address and the address mentioned above, the original shipment documents (CMR, AWB, B/L, etc.) has to be forwarded without any request on the date of delivery to CEMTEC.

### 3.5 Supplier Declaration

We request a supplier declaration through regulation EWG No. 1207/2001 including description of goods, country of origin and customs tariff number. We request the enclosed example of supplier declaration via fax in advance and the signed original document afterwards.

The supplier declaration is a necessary part of the general documentation. This document should be handed out to mentioned contact under point 1.5 at the latest after delivery of documentation. If we haven't received the supplier declaration despite delivery of goods, we will deny the payment! The supplier is liable for the consignment.

Certificates of origin as well as movement certificates have to be issued by the supplier on request of CEMTEC.

## 4 Customs clearance of export


### 4.1 General

CEMTEC has to be informed immediately if goods are subject to liability of authorisation for export according Austrian Laws, respectively if these goods are a part of the list of Dual-Use-Goods or are subject to other national or international restrictions.

### 4.2 Customs clearance

If goods have to be authorized, customs clearance of export has to be done by the supplier in compliance with official editions.

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## 5 Dangerous goods

Packing, delivery and marking of dangerous goods have to be arranged strictly according regulations (IMDG, ICAO, IATA, ADR, RID). Essential attestation of dangerous goods according to above mentioned regulations have to be provided by the supplier.

## 6 Non-observance of delivery conditions

The consignee replaces CEMTEC all costs arising due to non-observance or incorrect completion of delivery conditions.

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