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| MEYER | Delivery Notification (NEPTUN WERFT) | Dok.-No. Fo 00893 |
| | | Datum 21.05.2026 |
| | | Rev. 8 |

This form must be completed in full and sent at least 48 hours prior to delivery to the following email address:

zentrallager@neptunwerft.de

For hazardous materials, additionally inform the gate/security office:

wache@neptunwerft.de

Tel.: +49 (0)381 384 1646/1647

Delivery Conditions: (Further information can be found in the delivery guidelines)

- **Please contact us before delivery in order to determine the correct delivery location**
- The address must be complete and clearly visible on all documents
- **Deliveries to partner companies must include their name and a contact person**
- Delivery must be made on load carriers suitable for further transport
- Packaging: Proper, correct, and suitable for weather conditions
- Delivery note & packing list: In a document pouch on the load carrier or attached directly to the material
- Warning notices must be clearly visible
- Lifting plan including center of gravity and weight must be provided in advance
- Marking of special storage conditions
- Standard unloading by forklift
- From > 8 t unit weight: crane unloading required
- Loose goods in the truck may not be unloaded
- Load securing must comply with statutory regulations

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|--|------------------------------|------------------------------|-----------------------------|-------------------------------------|-----------------------------|
| Contact details of freight forwarder or supplier: | | | | | |
| Delivery information: | Hazardous substances: | Yes <input type="checkbox"/> | No <input type="checkbox"/> | Necessary tools for delivery | |
| Delivery date & time | | | | | |
| NW purchase order no. / year | | | Crane: | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Dimensions & weight | | | Forklift: | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| | | | Costums clearance: | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Loading units / packages (colli) | | | | | |