



Arthur Flury AG

### **Instructions for deliveries to Arthur Flury AG**

Arthur Flury AG enjoys a good volume of orders and therefore an increase in deliveries from third parties. In order to receive and process your goods effortlessly and efficiently, we need impeccable quality of confirmations and delivery notes as well as appropriate packaging:

The order confirmations must contain the following data:

- our contact person (orderer)
- Order number Arthur Flury AG
- Article number Arthur Flury AG
- Drawing number and index, if available
- Country of origin and declaration
- Price
- Incoterms according to agreement
- Terms of payment according to agreement

The following information must be visible on the delivery note:

- our contact person (orderer)
- Order number Arthur Flury AG
- Delivery address Arthur Flury AG
- Article number Arthur Flury AG
- Drawing number and index, if available
- Delivery note number and date of delivery
- Framework contract number, if available
- Certificates and dimensional certificates must be supplied with the delivery note , if also ordered.

Packing instructions:

- Enclose a packing list per container (pallet)
- In the case of multiple containers, each article must be identifiable (marking with label or or equivalent), with at least the following information: quantity, weight, description, parts no.
- The packaging must be chosen in such a way that the goods are effectively protected against damage and corrosion during transport and subsequent storage. The supplier shall be liable for damage resulting from improper packaging

Delivery instructions for unloading:

Unloading from the truck is only possible from the side! - No crane available!

If there are several frets, e.g. of flat or round steel, place 1 wooden base (30x30 mm or 40x40 mm) in between each one!

Delivery times:

- Monday to Friday 07:00- 11:30 / 12:30 – 16:00
- On Sundays and public holidays the whole company is closed

Due to the small team in the goods receiving department, delays and waiting times may occur during rush hours. We ask for your understanding.