

Delivery Guidelines for Suppliers of KraussMaffei Extrusion GmbH (Version 04.09.2025)

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1. General provisions

These delivery guidelines apply to all deliveries of materials, components, machine parts, or complete systems to KraussMaffei Extrusion GmbH (hereinafter referred to as "Customer"). They form part of every purchase or delivery contract and apply in addition to the Customer's general terms and conditions. Therefore, all suppliers must comply with the guidelines.

Deviations from these guidelines require the Customer's written approval.

In case of violations of the guidelines, we reserve the right to refuse acceptance of the goods.

2. Delivery schedules and deadlines

The Supplier commits to strictly comply with the agreed delivery dates and deadlines, as well as the delivery times specified below. Delayed deliveries may result in production delays and additional costs for the Customer.

Delivery Hours

Mon – Thu: 06:00 a.m. – 03:00 p.m.

Fri: 06:00 a.m. – 02:00 p.m.

In the event of a delivery delay, the Supplier is obligated to notify the Customer without immediately in writing, providing a detailed explanation of the cause of the delay. Furthermore, the Supplier shall propose a revised and realistic delivery date.

3. Delivery and shipping

Delivery shall be made in accordance with the agreed delivery terms to the delivery address specified by the Customer. Depending on the agreed Incoterm clause, the Supplier shall bear all shipping and transportation costs as well as the risk until the goods are handed over at the agreed destination (e.g., DAP – Delivered at Place), or the Customer shall assume certain costs and risks in accordance with the agreed delivery terms.

Delivery can only take place after prior coordination of the delivery location and a suitable delivery time. When delivering machine components, the Supplier must ensure that an appropriate means of transport is available.

Only complete deliveries are permitted without a concrete approval of the Customer. Partial deliveries must be coordinated with the Customer in advance. In such cases, the delivery documents must clearly indicate that it is a partial delivery. The value of each partial delivery must be specified. Upon the final partial delivery, the Customer must be informed that the order has been fully delivered.

4. Packaging and labeling

All delivered components and machine parts must be supplied in suitable packaging that prevents damage. The Supplier shall ensure that sensitive components, such as electronic or corrosion-prone parts as well as machine control units, are properly packaged and protected from moisture, dust, and other harmful influences. For short-term protection, conservation with oil KSP204 or wax KSP317 from Rivolta is recommended. For long-term protection, conservation with Tectyl 506 – EH from Valvoline is recommended.

Each packaging unit must contain the following information:

- KraussMaffei Extrusion purchase order number
- KraussMaffei Extrusion material number (for mixed deliveries, the different materials must be labeled with the corresponding material numbers on the materials)
- KraussMaffei Extrusion material description (in German)
- Quantity (actual delivered amount) in the unit of measure according to the order
- Note on special handling (e.g., "Handle with care – fragile")

The **maximum dimensions per package** must not exceed **L = 1,140 cm × W = 210 cm × H = 230 cm**, and the **maximum gross package weight** must not exceed **15 tons**. If any of these limits are exceeded, oversize or heavy haul transport may be required. Special transports must be notified by the Supplier to the Customer no later than 6 weeks prior to readiness for shipment.

For shipments with freight terms FCA or EXW, cost coverage is only possible if the transport modalities specified by the Customer (see appendix) are adhered to.

5. Loading

At the time of loading, the Supplier shall provide all necessary aids and information, such as center of gravity, support structures, fastening options, etc., which are required for the safe and proper loading and stowing of the goods. This also includes labeling the packages with international symbols.

6. Dangerous goods

If a delivery contains dangerous goods, KraussMaffei Extrusion must be notified no later than 5 days prior to shipment, including a complete dangerous goods documentation. Hazardous materials must be packaged and declared separately.

7. Documentation and delivery documents

The following documents must be included with each delivery:

- All delivery documents, in particular a separate delivery note per order containing the information listed below
- All documents required for customs clearance (see appendix)
- Technical documentation, manuals, installation, and maintenance instructions (for deliveries of machines or complex systems).

All documents must be provided in German unless the Customer has explicitly approved another language. Technical documents must be detailed and complete to ensure the swift integration of the components into the Customer's machinery.

The delivery note must contain the following information and be processable by an OCR reader:

- Purchase order number
- Please provide the WBS element
- Name and address of the Supplier
- Name of the recipient if no purchase order number is available
- KraussMaffei Extrusion material number
- Delivery quantity
- Quantity unit
- Item or material description
- Gross weight and net weight
- Country of origin (to be indicated on the invoice or delivery note)

8. Validity and amendments

These delivery guidelines apply to all deliveries to the Customer unless otherwise agreed in writing.

Amendments to these delivery guidelines shall only be valid if confirmed in writing by both parties.

9. Place of jurisdiction and applicable law

German law shall apply.

The place of jurisdiction for all disputes arising in connection with these delivery guidelines shall be the registered office of the Customer, unless otherwise agreed.

Contact persons at KraussMaffei Extrusion:

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10. Appendix

Transport Conditions

Parcel Shipments: For parcel shipments weighing up to 40 kg, please notify UPS shipment acceptance in advance by calling Tel.: 01806 – 88 26 63 and quoting the KraussMaffei Extrusion customer number: 996-983.

Scheduled Shipments: Please notify the TNT branch nearest to you, quoting the KraussMaffei Extrusion customer number: 70 31 56 49.

Domestic Partial Load Shipments up to 2,400 kg: Domestic partial load shipments up to 2,400 kg (within Germany) must be handled exclusively through our freight forwarding partner Schenker Deutschland AG, quoting the KraussMaffei Extrusion customer number: 363220, along with the shipment data (quantity, weights, dimensions, and order details).

You can find the corresponding branch office on the internet at: www.dbschenker.com.

Domestic Partial or Full Loads: For domestic part or full truck loads (within Germany), please notify the dispatch department of our service provider Schenker Deutschland AG **three days in advance**, providing the relevant shipment data (quantity, weights, dimensions, and order details) via email to: de.dl.lhn.direct@dbschenker.com.

International partial load shipments up to 2,400 kg (truck transport only) must be handled exclusively through our service provider Kühne + Nagel, quoting the KraussMaffei Extrusion customer number: K001788/3100537 and including the shipment data (quantity, weights, dimensions, and order details). Please send the transport order via email to: knhaj.fo-transportorder@kuehne-nagel.com.

International part or full truckload shipments (truck transport only) must be handled exclusively through our service provider Kühne + Nagel, quoting the KraussMaffei Extrusion customer number: K001788/3100537 and providing the shipment data (quantity, weights, dimensions, and order details). Please send the transport order via email to: knhaj.fo-transportorder@kuehne-nagel.com

Please make sure to indicate our purchase order number as a reference or accounting element in the consignment note or forwarding order.

Special transports must be notified in due time, no later than two weeks prior to the scheduled shipping date to KMELogistik@kraussmaffei.com.

Required documents Customs clearance

Documents	EU	Third country		
	Land	Land	Air	Sea
Delivery Note	X	X	X	X
Customs tariff numbers / commodity tariff number on delivery note	X	X	X	X
Consignment note (CMR)	X	X		
AWB (Air Way Bill)			X	
B/L (Bill of Lading)				X
Commercial invoice / Pro forma invoice		X	X	X
WVB EUR. 1 / A. TR / UZ Form A / Declaration of origin on invoice		X	X	X
Supplier's declaration / Long-term supplier's declaration	X			
Certificates of origin (if explicitly requested in the order)	X	X	X	X
Packing list		X	X	X

* Document must be submitted to KraussMaffei Extrusion and is not to be enclosed with every shipment (FTA)

The Supplier shall also inform KraussMaffei Extrusion's export control department by e-mail (Exportkontrolle@kraussmaffei.com) in the following cases:

- The delivered products are covered (due to their technical parameters) by Annex I of the EU Dual-Use Regulation.
- The delivered products are subject to US export restrictions (subject to the EAR).