

Shipping Instructions for suppliers

Dear valued supplier!

We kindly ask you to follow below mentioned shipping instructions for shipments to:

ams-OSRAM AG Tobelbader Straße 30 8141 Premstaetten AUSTRIA

For shipments with max. 68 kg for the heaviest package and total shipment is not more than 300kg – <u>not on pallets</u> – please use DHL Express Time Definite

- Choose as Billing option:
 Bill transportation charges to: Recipient
 Bill duties and taxes to: Recipient
 For account number kindly refer to individual buyer
- Kind of Service: Express Worldwide
- Do not insert a value inside the field declared or carriage value ams-OSRAM Group is already transport insured! The sender (supplier) will be held liable for incurred insurance costs.
- Insert our purchase order number inside field reference
- <u>Shipment Consolidation</u>: In case of more shipments to the same recipient address, consolidate into one shipment per day!

For >300 kg chargeable weight or for pallet(s) please contact the responsible purchaser + globaltransport@ams-OSRAM.com

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For cross-border shipments a Shipping/Customs Invoice is needed.

Please find below mentioned, what has to be included in a Shipping/Customs Invoice:

- Exporter/Sender
- Bill to: •
- Ship to: •
- Invoice No.
- Total gross weight
- Freight Terms
- Currency
- Commodity Description
- Waybill number

- Date
- Total net weight
 Total no. of pieces
- Unit Price
- Country of Manufacture

• Tax ID No.

- Total Amount
- HS Code (Harmonized System)