

(Supplier)
(Name)
(Address)
(City/State/Country) (Zip Code)

Name
Department
Telephone
Fax
E-Mail

Your Address
Our emblem

Date October 10, 2024

– **TRANSPORT GUIDELINES – 10.2024 – Version 1**
Routing order – Imports from the USA for Sector Energy

Ladies and gentlemen,

The following conditions apply for goods specified in supplier conditions as “EX Works / FCA / FOB”.

GENERALLY:

Please note that,

- Our order number must be noted in the transport documents.
- Transport costs billed per invoice will not be accepted.
- For shipments classified as EXW or FCA the forwarder needs to get the ORGID of the ordering Innomotics entity and the IOR (“Innomotics Organizational Reference”; e.g., the cost center) for his freight invoices.

For shipments containing dangerous goods you are responsible to transfer the necessary legally required dangerous goods data to the freight forwarder when placing the order. You are also responsible for packing, marking, labelling etc. in compliance with the regulation relevant to the used transport mode(s).

If this rule is not observed, the additional freight and administrative costs will be billed.

CAUTION:

- Shipments outlined in section 2. can only be used if approved by the ordering Innomotics department.
- If delivery is NOT from your country, please get instruction from us when choosing the appropriate service provider.

Innomotics GmbH
Managing Directors: Michael Reichle, Christoph Salentin

Vogelweiherstr. 1-15
90441 Nuremberg
Germany

Tel.: +49 911 433 0
innomotics.com

Registered office: Munich, Germany
Commercial registry: Munich HRB 270166

1.) Standard deliveries:

- a. For deliveries by **air freight** please use:

Kuehne + Nagel Atlanta
Mr. Jamie Maddock
Phone: +1-404-675-2823
Email: jamie.maddock@kuehne-nagel.com

For the **initial contact** call:

Mr. Maddock will organize the first pickup and will then establish future contact to the nearest Kühne + Nagel branch office.

- It is important to notify Kühne + Nagel about shipments on time in order to ensure a fluent process.

- b. For deliveries by **sea freight** please use:

Kuehne + Nagel Atlanta
Ms. Brittany Corlett
Phone: +1-404-682-4367
Email: brittany.corlett@kuehne-nagel.com

Ms. Corlett will organize the first pickup and will then establish future contact to the nearest Kühne + Nagel branch office.

It is important to notify Kühne + Nagel about shipments on time in order to ensure a fluent process.

Escalation & copy please our Innomotics NAM Control Tower:

Mrs. Nadine Dixon
Phone: +1-404-968-3059 +1-404-968-0216
Email: nadine.dixon@kuehne-nagel.com

Mr. Mark Mascaritolo
Phone: +1-404-968-3065
Email: mark.mascaritolo@kuehne-nagel.com

2.) Express deliveries:

Please use **FedEx**.

For **the initial contact FedEx** is available as follows:

Hotline:

1.800.463.3339 (U.S. Customer Service)

Venus Roy Harvath

+1-312-286-9575

varoy@fedex.com

Keith Street

+1-404-797-5614

keith.street@fedex.com

Time definite deliveries need to be approved by the ordering Innomotics entity.

Please note our FedEx account number on the FedEx waybill. If applicable, please ask the demand carrier for the relevant FedEx account number. In addition, the Innomotics PO# must be included to the waybill # under "Reference" field.

Please quote at intra-community shipments (EU) the service option „ECX“. For documents from third countries please quote principally "DOX", resp. At dutiable shipments from third countries always "WPX".

Sincerely yours,
Strategic Logistics
Innomotics GmbH