

Delivery Specification B – Transport and Packaging Regulations (TPR) of Würth Industrie Service GmbH & Co. KG (WIS) for suppliers based in America and Asia**I Scope of application**

(1) Delivery Specification B – Transport and Packaging Regulations (TPR) of Würth Industrie Service GmbH & Co. KG (WIS) forms an integral part of all individual purchase orders. If the supplier or the supplier's vicarious agent culpably violates the requirements of the TPR, WIS may impose a fixed processing fee of 100.00 EUR (hundred euro) per defect.

(2) The applicable Incoterms (Incoterms 2020) between the supplier and the WIS are:

- for sea freight: FOB
- for air freight: FCA

II Address of the recipient

(1) The recipient's address is specified in the purchase order and must be included in the shipping documents and the invoice for each respective order line.

(2) The four-digit storage location and the building numbers may vary and must be considered by the supplier. If multiple purchase orders with differing storage locations or building numbers share the same ready-for-pickup date, they must be packed separately and accompanied by the corresponding shipping documents.

III Packaging of Products / Label / Cardboard packaging

(1) The goods must be packaged in accordance with the packing unit specified by WIS in the purchase order. The packaging unit is stated in the WIS order form and corresponds to the last five digits of the WIS material number. Different batches may not be mixed within one packing unit.

(2) Each packing unit (PU) must be provided with a label or printed marking containing the following information:

- WIS material number stated in full as per the WIS purchase order, as well as GS1 -128 barcode (formerly known as EAN-128)
- WIS article text
- Packing unit
- Manufacturer's batch number

(3) The label must be affixed in a corner on the largest top surface of the packaging unit, which must be oriented upward. The minimum font size is 3.5 mm.

(4) The content of the individual packaging unit must correspond to the information on the label.

(5) The packing unit (PU) must be:

- suitable for robotic handling and liftable on its top side by a vacuum grip
- slip-resistant
- sufficiently stable to avoid additional outer packaging
- made of virgin-fiber corrugated board (kraftliner or semi-chemical pulp)
- filled to a maximum capacity
- sealed centrally along the entire perimeter using adhesive tape at least 50 mm wide (if PU closes in the middle)
- sealed crosswise using adhesive tape at least 50mm wide (for PUs with all other closure methods)
- strong enough to support its own weight and the weight of packing units stacked above

Further details are specified in Delivery instruction I - Packaging Guideline supplementing the Transport and Packaging Regulations of Würth Industrie Service GmbH & Co. KG (WIS) for suppliers based in America and Asia

(6) For oily goods an additional plastic bag must be used.

IV Selection of the proper package/ Sorting/ Batch Number

(1) The supplier must ensure an adequate and transport-safe packaging (according to the § 411 of the Commercial Code ("HGB")). Transport damages not accepted by insurers because of inadequate packaging shall be borne by the supplier.

(2) The goods shall be provided on Euro pallets in accordance with the applicable Delivery instruction I- Packaging Guideline supplementing the Transport and Packaging Regulations (TPR) for suppliers located in America and Asia.

(3) The maximum number of different items per pallet is five. The different items must be arranged horizontally in layers, placed with the largest possible surface facing upward. A clearly recognizable separation between the different items on the pallet must be ensured. The heaviest items must be positioned at the bottom of the pallet.

(4) Order positions with a weight of 90 kg or more must be packed on a pallet.

(5) Mixed pallets must be clearly identified with a yellow info sheet marked "Mixed Pallet" placed on top of the pallet. Single-variety pallets must be clearly identified with a green info sheet marked "Single-Variety Pallet".

(6) The maximum height of the loaded pallet, including the pallet base, cannot exceed 75cm. Protrusions beyond the pallet base dimensions are not permitted.

(7) The maximum pallet weight including goods, packaging and load securing cannot exceed 950 kg.

(8) Pallets must be stackable

(9) Load securing must comply with the CTU Code (Code of Practice for Packing of Cargo Transport Units) in its applicable version.

(10) Non-standard load carriers/load aids are permitted exclusively for long goods. For items longer than 110 cm, the supplier must select load carriers and packaging that ensure safe handling and secure transport.

(11) Threaded rods with a length of up to 110cm must always be secured using wooden pallet collars and a closed bottom (e.g., a cardboard insert).

(12) A purchase order line may not be divided into partial quantities across multiple packages, if the total quantity fits on a single pallet.

(13) A non-slip sheet must be placed on the pallet, under the first layer of goods.

(14) The goods must be delivered in single batches. Different batches of one purchase order line must be packed on separate pallets.

(15) Partial deliveries are not permitted unless agreed in advance with the responsible purchaser before the goods are made available.

(16) Deliveries must comply with the specified packaging unit (PU). Quantities that do not conform to the packaging unit must not be included in the shipment.

V Purchase of Euro pallets and wooden pallet collars

(1) If supplier requires Euro pallets or wooden pallet collars, these may be obtained through Würth Logistics AG (WüLo) using the following contact details:

- E-Mail: paletten@wuerth-logistics.com

VI Accompanying documents and labeling of packages on pallets

(1) For FCL shipment, the supplier must issue one commercial invoice per container and one packing list per pallet per container. For an LCL or air freight shipment, the supplier must issue one commercial invoice and one packing list per shipment.

(2) The commercial invoice and the packing list must be issued in German or English. Other languages are not permitted.

(3) The commercial invoice must contain following data:

Header data:

- Supplier number
- Packing list number
- Invoice number
- WIS consignment number (transport management system)
- Container number for FCL
- Incoterm FOB port of loading
- Quantity of Euro pallets, unit price and total value
- Quantity of wooden pallet collars, unit price and total value
- Total net weight
- Total gross weight

Position data:

- WIS order number
- WIS order position number
- 18-digit WIS material number
- WIS item description
- Customs tariff number
- Batch number
- Delivery quantity
- Country of origin of the goods
- Number of packaging units per item
- WIS storage location
- If relevant for the specific product: best-before date or manufacturing date together with the applicable storage period
- For hazardous goods: appropriate declaration

(4) The packing list must contain following data:

Header data:

- Supplier number
- Packing list number
- Invoice number
- WIS consignment number (transport management system)
- Container number for FCL
- Total number of pallets
- Pallet number or other clear reference to the package (e.g. 1/4, 2/4, 3/4, 4/4)
- Total net weight
- Total gross weight

Position data:

- WIS order number
- WIS order position number
- 18-digit WIS material number
- WIS item description
- Customs tariff number
- Batch number
- Delivery quantity
- Country of origin of the goods
- Number of packaging units per item
- Net weight per position
- Gross weight per position
- If relevant for the specific product: best-before date or manufacturing date together with the applicable storage period
- For hazardous goods: appropriate declaration

VII Country of origin of the goods

(1) The supplier is obliged to provide the origin of the goods by means of a Certificate of Origin in Form A.

(2) If the supplier fails to comply with the above-mentioned obligations, the supplier shall be liable for all costs, damages, and other disadvantages incurred by WIS (e.g., subsequent claims for foreign import duties, fines). This obligation shall not apply if the supplier is not responsible for the breach.

VIII Shipment Registration/ Notification/ Documentation/ Processing

(1) Suppliers based in Asia receive the contact details for shipment registration from the respective booking agent.

(2) If the supplier does not know which booking agent is responsible, this information must be requested at the following e-mail address:

TMIS@wuerth-industrie.com

(3) All inquiries regarding shipment registration are to be directed to the following e-mail address: TMIS@wuerth-industrie.com

(4) The contact details of WüLo for suppliers based in North and South America are as follows:

Wurth Industry North America
598 Chaney Ave
US-46143 Greenwood
E-Mail: transportation@wuerthindustry.com

IX Sea freight

(1) The following information and documents must be sent to the respective booking agent for shipment pre-advise:

- Number of containers
- Number of pallets
- Weight of the shipment
- Estimated Time of Departure (ETD) - the pre-advise must be submitted at least 14 days before the CRD (Cargo Ready Date)

(2) The supplier shall issue a commercial invoice and a packing list per shipment, as well as a Certificate of Origin Form A for each shipment. If the shipment consists of more than one container, the supplier must prepare a separate commercial invoice and packing list for each container.

(3) The documents are to be prepared in accordance with the EDT of the shipment.

(4) WIS requires the Bill of Lading in one of the following formats:

- Telex release
- Seaway bill
- Surrendered

All other B/L formats are prohibited. The Bill of Lading must be provided within 5 days after ETD.

(5) All aforementioned documents must be sent to the following contacts, stating the WIS consignment number in the e-mail subject line no later than 5 calendar days after ETD:

- Individual booking agent
- Asia-Pacific@wuerth-logistics.com
- TMIS@wuerth-industrie.com

(6) All original documents must be sent by the supplier to WIS at the following contact details:

Procurement Logistics/Import
Würth Industrie Service GmbH & Co. KG
Industriepark Würth, Drillberg
97980 Bad Mergentheim
Germany

- (7) Shipments sharing the same availability date must be combined into one shipment.

X Air freight

(1) Air freight shipments must be coordinated in advance with the respective WIS purchaser. Approval for air freight is granted exclusively by Procurement Logistics Department of the WIS. No air freight may be executed at the expense of the WIS without a written authorization from the WIS. Costs for special freight will be allocated according to the "cost-by-cause" principle, i.e. costs are charged to the party responsible for causing them.

(2) The organization of the shipment pickup is carried out in accordance with the agreed Incoterms.

XI Hazardous goods

(1) Hazardous goods must be transported in compliance with the transport regulations for dangerous goods applicable at the time.

XII Returns

(1) Return shipments shall be handled under the delivery term FCA Bad Mergentheim. The supplier shall bear the costs. The supplier is responsible for arranging the transport of returns and the costs are allocated to the party causing them.

(2) The necessity of a return shipment shall be agreed between the WIS Purchasing department and the supplier. The WIS Export Department provides the supplier with all relevant shipment details, including the pickup address, number of packages, shipment weight, and the documents required for customs clearance.

(3) Following the dispatch of the documents required for customs clearance, the supplier is granted a period of 7 (seven) days to collect the goods. From the 8th day onward, a storage fee of EUR 50 per day will be charged to the supplier. Container shipments constitute an exception, as they require an appropriate lead time. For such shipments, storage fees will only be incurred from the 14th day onward.

XIII Concluding remark

(1) Any inquiries relating to this Delivery Specification B shall be directed to the following contact:

- E-Mail: TUV-FO@wuerth-industrie.com