

General delivery terms of Brugger GmbH

Foreword

These delivery regulations govern the requirements and conditions for all suppliers of goods to BRUGGER GmbH (hereinafter referred to as "BRUGGER"). They serve to ensure the efficient, safe, and environmentally conscious handling of goods deliveries and specify the specific requirements for packaging, delivery, and documentation of the respective purchased parts.

Any deviating regulations, if applicable, are contained in the Technical Delivery Conditions (TLB). The TLB take precedence over these general delivery regulations (see Appendix 1).

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1. Company policy – Environmental protection and sustainability

BRUGGER pursues a clear company policy that integrates environmental protection and sustainability in all areas. This applies in particular to the selection of packaging materials. Suppliers are obliged to minimize the use of plastic and avoid harmful materials (such as polystyrene) when choosing packaging and filling materials. Preference should be given to environmentally friendly, recyclable, and reusable materials. These measures help to reduce environmental impact and promote the sustainable development of the company.

2. General Terms and Conditions of Delivery

2.1 Delivery address

BRUGGER has two plants:

Plant 1: Gewerbestraße 23
78739 Hardt / Germany

Plant 2: Industriestraße 5
78739 Hardt / Germany

Deliveries must be made to the delivery address specified on the order. If no address is specified on the order, deliveries should be addressed to Plant 1. The exact location of the goods receiving area is indicated by local signage. Lifting equipment is available for unloading goods; a lifting platform on the vehicle is advantageous but not essential.

At Plant 1, goods are unloaded in the goods receiving hall, which is protected from the weather. Entry and exit are in the direction of travel (note: one-way street).

2.2 Delivery times

Goods are accepted at the following times:

Monday to Thursday	Friday
7:00 a.m. to 9:15 a.m.	7:00 a.m. to 9:15 a.m.
9:30 a.m. to 12:00 p.m.	9:30 a.m. - 12:00 p.m.
12:30 p.m. - 4:00 p.m.	12:30 p.m. - 2:30 p.m.

If delivery outside these times is required, BRUGGER must give its prior consent.

2.3 Choice of carrier

2.3.1 Germany / EU

For parcel shipments, the choice of a suitable carrier is at the discretion of the sender. BRUGGER tacitly accepts standard market transport costs. Express shipping subject to a charge is only permitted if necessary and approved by BRUGGER.

If delivery is free of charge or DAP Hardt, the choice of carrier is up to the sender.

Shipments weighing more than 25 kg that are not prepaid must be registered with our regular shipping company:

DACHSER SE
Thomas-Dachser-Straße 1
78256 Steisslingen
Tel. +49 7738 9379-0
dachser.steisslingen@dachser.com
BRUGGER customer number: 15027874

Any additional costs incurred by using a different shipping company will be charged to the supplier. However, a different shipping company may be used in consultation with BRUGGER.

2.3.2 Third country

The choice of carrier is specified by BRUGGER (shipping instructions – see Appendix 2). However, another carrier may be used in consultation with BRUGGER.

2.4 Over-/under-deliveries

As a general rule, the quantities specified on the orders must be adhered to. Over-deliveries or under-deliveries must be agreed with Brugger. This prevents over-deliveries/under-deliveries from having a negative impact on the supplier rating.

3. General specifications

3. Pallet deliveries

Goods must be delivered on pallets in accordance with industry standards. Only wooden pallets are permitted. For deliveries from third countries (except Switzerland), only wooden pallets that comply with ISPM Standard No. 15 (Regulation for wood packaging material in international trade) are permitted.

Either display pallets (600x400 mm), Euro half pallets (800x600 mm), Euro pallets (1200 x 800 mm) or comparable, standardized pallets must be used, which must be in perfect condition and sufficiently stable. The use of INKA pallets is only permitted up to the size of Euro half pallets.

The maximum pallet height is limited to 0.70 m (including pallet). Higher loads are only permitted with the prior approval of BRUGGER. The pallet may be loaded with a maximum of 700 kg.

The goods must be packed and secured in such a way that they do not slip or become damaged during transport. The goods may protrude no more than 2 cm from each side of the pallet. Any other type of loading is only permitted with the prior approval of BRUGGER.

Styrofoam may not be used, either for packaging or as filling material.

Plastic packaging may only be used if absolutely necessary. If plastic materials are necessary, recyclable materials should be chosen.

3.2 Parcel deliveries

Cardboard packaging must be stable and suitable for the goods being delivered. The packaging must not show any visible damage and must be dimensioned so that the goods are securely fixed in place. The weight per transport carton must be limited to a maximum of 25 kg.

Styrofoam filling materials must not be used to secure the goods inside the package. Instead, environmentally friendly alternatives such as bubble wrap, cardboard, or paper that are recyclable or biodegradable should be used.

4. Delivery of metal parts

4.1 Surface condition

The surface of the metal parts must be free of grease, oil, and silicone.

Since the housings are processed on automated systems with bearing recognition, only parts that exhibit a uniform turning pattern when face-turning steel parts can be accepted. The surface must be free of grooves and “annual rings.”



4.2 Delivery with container management

If delivery is made in containers provided by BRUGGER, care must be taken to ensure that the maximum filling weight of 15 kg is not exceeded. These must also be protected from moisture during loading. The boxes must be stacked on pallets and secured. If strapping bands are used to secure the goods, care must be taken to ensure that they are only tightened as much as is necessary to secure the goods. The containers should not be permanently damaged in the process.

Each container must be accompanied by a consignment note stating the number of items it contains.

The containers have different weights:

Green crates with plastic rods => 3.09 kg

Green crates with steel rods => 3.43 kg

4.3 Delivery in disposable packaging

If delivery to BRUGGER is made in disposable packaging (e.g., cardboard boxes), care must be taken to ensure that the maximum filling weight of 25 kg is not exceeded.

5. Delivery of raw magnets

5. Surface condition

The surface of the raw magnets must always be free of grease, oil, and silicone.

5.2 Transport packaging

Delivery is usually made in individual paper/cardboard boxes, which are delivered loose or on a pallet. The transport packaging protects the magnets from dust, dirt, moisture, and damage and is disposed of after a single use.

Mixed pallets are only permitted after consultation with Brugger.

5.3 Product packaging

The product packaging is used for storage or further shipment of the magnets. Care must be taken to select a box size that minimizes empty space inside. Filling materials should therefore be avoided. The quantity per packaging unit must be divisible by 5. Product cartons must be sealed with adhesive tape. Please note that paper-based adhesive tapes are preferred.

5.4 NdFeB and SmCo magnets

5.4.1 Non-magnetic magnets

The raw magnets must be packed loose in vacuum bags. Additional packaging in rolls/bars (e.g., wrapped in paper) must not be used.



5.4.2 Magnetized magnets

The raw magnets must be packed in rods/rolls in vacuum bags. It is also permissible to wrap the magnets in paper instead of vacuum packaging. Individual rods/rolls must not be packaged.

No spacers (interlayers) are permitted between the individual magnets. Likewise, no spacers are necessary between the layers.

If an item-specific technical delivery condition (TLB) stipulates the use of other/additional spacers, this takes precedence.



5.5 Hard ferrite (HF) magnets

5.5.1 Non-magnetic magnets

The raw magnets must be packed in rods. Additional packaging (e.g., wrapped in paper) is not permitted.

The surface of the raw magnets must be as free as possible from grinding dust. Hairline cracks and minor imperfections on the edges are permitted.



5.5.2 Magnetized magnets

The raw magnets must be packed in bars/rolls. Additional packaging, e.g., wrapped in paper, is not required. Individual bars/rolls must be separated by spacers to ensure easier removal. The individual layers must also be separated from each other (no direct contact between the magnets).

No spacers (interlayers) are permitted between the individual magnets.

If an item-specific technical delivery condition (TLB) stipulates the use of other/additional spacers, this takes precedence.



5.6 AlNiCo magnets

5.6.1 Non-magnetic magnets

The raw magnets must be packed loose in vacuum bags. Additional packaging in rolls/bars (e.g., wrapped in paper) is not permitted.



5.6.2 Magnetized magnets

The packaging must be chosen so that the magnets are not damaged during transport. Furthermore, demagnetization must not occur during transport.

5.7 Labeling of product packaging for magnets

The individual product packages must be labeled. The label language is English. The label must be clearly visible from the outside. In addition, a barcode (Code 128) must be printed on the label, which displays the identification number. The label must contain the following information:

Example:

- BRUGGER item number → **MNASm10x2**
- Brugger identification number (6 digits) → 
- Total quantity → Qty: 1000 pcs/ 20 per Stack
- Quantity per rod → Quality: NdFeB N35
- Magnet quality → Produktion Date / Supplier Number:
- Production date → 21.02.2023 / 78126
- Supplier number → Order Number: BE23/000689
- BRUGGER order number →

6 Delivery of packaging material

The packaging must be secured with strapping bands and, if necessary, edge protection. The edge protection is intended to ensure that the packaging is not damaged. Contrary to the description in 3.1, a pallet height of up to 1.10 m is permitted.

7. Delivery of steel strip (slit strip)

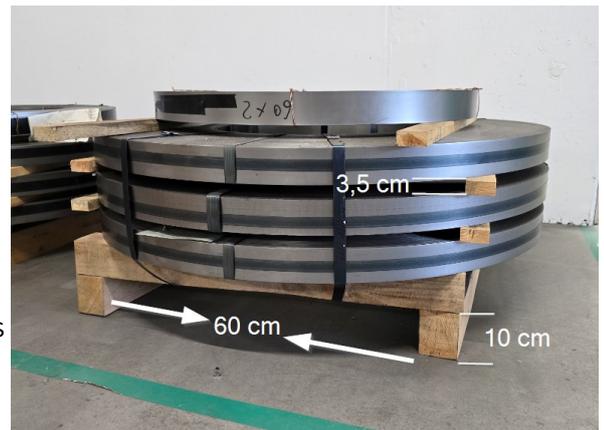
7.1 Design and transport packaging

For the delivery of steel strip, only coils lying flat on a pallet are accepted.

The min.	50 cm
Da max.	120 cm
Weight:	max. 1,200 kg per pallet

Notwithstanding 3.1, different pallet dimensions are permitted, provided that the clearance between the sides is at least 60 cm. A side height of 10 cm is also required to ensure that the goods can be unloaded.

Several rings of the same material and dimensions may be stacked on one pallet. The stacked rings must be separated with spacers (height at least 3.5 cm).



8. Delivery of rods and pipes (flat/round material)

8.1 Design and transport packaging

Flat or round material is usually delivered in "bundles."

Weight: max. 70 kg

Length: max. 3 m

9. Delivery of hazardous materials

9.1 Transport packaging

The packaging must be designed in accordance with the regulations for the transport of hazardous goods. Leak-proof containers must be used for substances that are liquid or corrosive. The packaging must be robust enough to minimize the risk of leakage or damage during transport.

The transport packaging must have a clearly visible label on the outside indicating the hazardous goods in order to prevent handling errors and injuries. Pictograms are also permitted for this purpose.

10. Delivery after surface treatment

Delivery must be made in the same containers as those provided by BRUGGER.

11. Delivery of plastic granules

Delivery is usually made in plastic bags weighing 25 kg each, stacked on pallets. Notwithstanding 3.1, pallet dimensions may also differ. Delivery on CP pallets is also possible. With the consent of BRUGGER, delivery in 'big bags' is possible.

Weight: max. 1,200 kg per pallet

12. Documentation and accompanying documents

12.1 Order confirmation

BRUGGER processes order confirmations automatically. To ensure smooth processing, all order confirmations must be sent as PDF documents, regardless of who placed the order, to:

ab@brugger-magnet.de

The minimum requirements for the content are:

- Brugger order number
- Supplier name and supplier number
- Supplier order number
- 6-digit Brugger item number
- Item description
- Item index
- Confirmed quantity
- Confirmed price and unit price
- Confirmed delivery date
- Payment terms
- Delivery terms

12.2 Delivery note

Deliveries will only be accepted with the enclosed delivery note. The delivery note must contain the following information:

- BRUGGER order number
- All items being delivered with BRUGGER item number (6-digit number)
- Item index
- Quantities of items delivered
- Batch number, if applicable

12.3 Invoice

Invoices will only be accepted as accompanying documents if required by legal formalities (e.g., import). Otherwise, invoices must be sent to BRUGGER by email:

- a) Electronic invoices (e-invoices): xinvoice@brugger-magnet.de
- b) Invoices (.pdf format): invoice@brugger-magnet.de

13. Incoming goods inspection

13.1 Checking the delivery

BRUGGER carries out an incoming goods inspection after receipt of the delivery. This includes:

- Checking the delivery quantity and quality of the delivered items
- Visual inspection for possible transport damage
- In the case of deliveries with prior special approval, the affected parts must be clearly separated from good parts and marked

13.2 Complaints

If obvious defects are found (e.g., incorrect items, quantity deviations, or damage), BRUGGER shall inform the supplier immediately after discovering the defect, but no later than 3 working days after delivery.

If hidden defects are discovered at a later stage, the supplier will be informed immediately after they occur. The defect will be reported in writing using quality deviation information (QAI). This includes a description of the defect found, the evaluation of the incoming goods (ABC classification), and the further procedure.

A return automatically results in a debit note and a new order. An identical credit note is therefore not necessary. The replacement delivery must be made to the order number of the replacement order.

14. Liability and compensation

The supplier is liable for all damages resulting from incorrect packaging, incomplete delivery, or damaged goods. This also includes liability for transport damage, provided that the supplier is responsible for the packaging.

Appendix 2 – Shipping instructions (ex China)

Shipping instructions



air freight

Please ship preferably by:

-  **< 200kg**
DHL - account no. 965 739 944
-  **> 200kg**
Mark Zhao
NTG AIR & OCEAN (SHANGHAI) LIMITED
Phone: +86 21 64722627
Mail: mzh@ntgairocean.com
Roman Hofmann
Managing Director Greater China
NTG Air & Ocean (Hong Kong) Ltd
Phone HK: +852 6555 7860
Phone CN: +86 131 7200 1082
Mail: rho@ntgairocean.com

sea freight

Please ship preferably by:

-  **NTG**
Nordic Transport Group
Joanna Shi
NTG AIR & OCEAN (SHANGHAI) LIMITED
Phone: +86 21 64720111-17
Mail: jos@ntgairocean.com
Roman Hofmann
Managing Director Greater China
NTG Air & Ocean (Hong Kong) Ltd
Phone HK: +852 6555 7860
Phone CN: +86 131 7200 1082
Mail: rho@ntgairocean.com

Alternatively, you can ship with:

-  **< 55kg**
! FedEx is allowed up to max 55kg !
Fedex - account no. 214 968 649
-  **> 200kg**
Shanghai
Eddy Tao
DACHSER Shanghai Co., Ltd.
Phone +86 21 3810 8207
Mail: Eddy.Tao@dachser.com
Ningbo
Joyce Dai
DACHSER Shanghai Co., Ltd. - Ningbo Branch
Phone: +86 574 8768 4914
Mail: Joyce.Dai@dachser.com

Alternatively, you can ship with:

-  **DACHSER**
Intelligent Logistics
Shanghai
Kinki Ma
DACHSER Shanghai Co., Ltd.
Phone: +86 21 3217 4790 5156
Mail: kinki.ma@dachser.com
Ningbo
Rae Chen
DACHSER Shanghai Co. Ltd. - Ningbo Branch
Phone: +86 574 8768 4957
Mail: Rae.Chen@dachser.com

ship to:



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Gewerbestr. 23
78739 Hardt
Germany