

Please return!

Möbelwerk
Niesky

E-Mail: logistik@mwn-online.de

Client no: _____

Telephone: +49 35 88 25 37 - 0

Order no: _____

Information sheet delivery - free point of use, including EC

In order to ensure a smooth delivery process and to avoid unplanned additional costs, we kindly ask you to fill in and sign this information sheet and return it to the e-mail address: logistik@mwn-online.de within 10 days.

If the completed and signed information sheet is not available, the order will not be processed further. If, upon delivery, the access road to the building, the access into the building or the premises are found in a condition that makes it difficult or impossible to contract and assemble, we will charge all costs incurred. We reserve the right, if necessary, to store the goods on site for a fee.

Your order from: _____

Contact person for notification (end customer)

Granted by (contact person): _____

Name: _____

Delivery request date in week number: _____

Telephone: _____

Mobile: _____

E-Mail: _____

Deliveries will be made between 7:30 a.m. - 5:00 p.m. by truck up to a maximum of 18 tons. Student desks, chairs, stools, contract chairs and upholstered furniture by semitrailer/forwarding vehicle up to 40 tons.

Transport routes/accesses

1. Which access road is to be used to get to the site?

2. Is there direct parking in front of the building?

No Yes - Where exactly? _____

3. To which floor should the goods be delivered?

Basement Ground floor 1st floor 2nd floor

Information: Basement/ 1st floor/ 2nd floor – Proportionate freight charges. See delivery conditions.

4. Is there an elevator available?

No Yes - Size, W/H/D: _____

5. What is the wall condition? Panel mounting, rail system? (e.g. solid, lightweight wall)

_____ Room height in cm: _____

Date

Name in block capitals

Signature