Instructions for Forwarders

BAUR GmbH

Raiffeisenstraße 8, 6832 Sulz, Austria

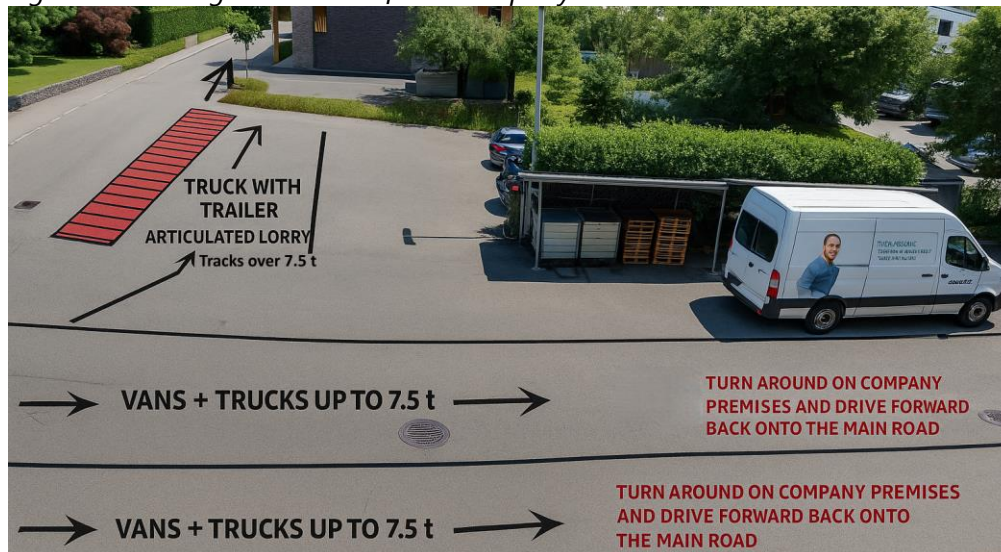## 1. Delivery Times – When can deliveries be made?

Please strictly adhere to our specified delivery times:

- Monday to Thursday: 08:00–12:00 Uhr and 13:00–15:00
- Friday: 08:00–12:00

2. Traffic and Parking Regulations – How to behave on the premises

- The Austrian Road Traffic Regulations (StVO) apply to the entire premises.
- Entry and exit must be exclusively forwards. **Reversing is prohibited**.
- Park only in the **designated loading zones** (see Figure 1).
- The **engine must be switched off** during loading and unloading.
- If all loading zones are occupied, please drive on and try again later.
- **Overnight stays** on the premises are **not permitted**.

Figure 1: Loading Zone Plan of the Company Premises

3. Parking and Overnight Stay Options

For longer waiting times or the need for overnight stays, please use the following option:

Rosenberger Hohenems Rest Stop
GPS: 47.3667, 9.6592 | Coordinates: N 47°21'59.9616" / E 9°39'33.0444"

4. Registration upon Arrival – How the registration process works

- After your arrival, report to the logistics department via the doorbell.
- Please have the following documents ready:
  - Delivery notes
  - Freight documents
  - Further accompanying documents
- Clear communication with our staff is necessary for a smooth process.

5. Safety Regulations – Your equipment on the premises

Safety shoes must be worn during the entire stay on the premises.

6. Order and Cleanliness – How to leave the loading area

The loading zones must be left **clean and free of packaging or waste**.

Directions

Figure 2: Approach route to the company premises (note one-way regulation)

Checklist for Drivers

- ☑ Adhere to delivery times

- ☑ Enter and exit forwards only

- ☑ Parked in loading zones – no waiting in front of occupied zones

- ☑ Switch off engine during loading/unloading

- ☑ No overnight stays on the company premises

- ☑ Report to Logistics

- ☑ Hand over all required documents

- ☑ Wear safety shoes

- ☑ Leave loading area clean