

SHIPPING AND RECEIVING GUIDE

WAHL CLIPPER CORPORATION
2900 NORTH LOCUST
PO BOX 578
STERLING, IL 61081

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SECTION 1

RECEIVING HOURS

MONDAY-FRIDAY

6:00 AM – 4:00 PM

(Except holidays and shutdowns)

Delivery arrangements outside of the shipping hours must be made in advance by contacting the Receiving Office @ 815-548-8375 during normal shipping hours or 815-625-6528 after hours.

Drivers should enter property through Gate #6 located at the northwest corner of the Wahl Sterling property and deliveries made at dock doors “R4” and “R5” located on the North side of the main building or otherwise instructed at the time of delivery.

SECTION 2

STANDARDIZED PALLET (FOUR-WAY)

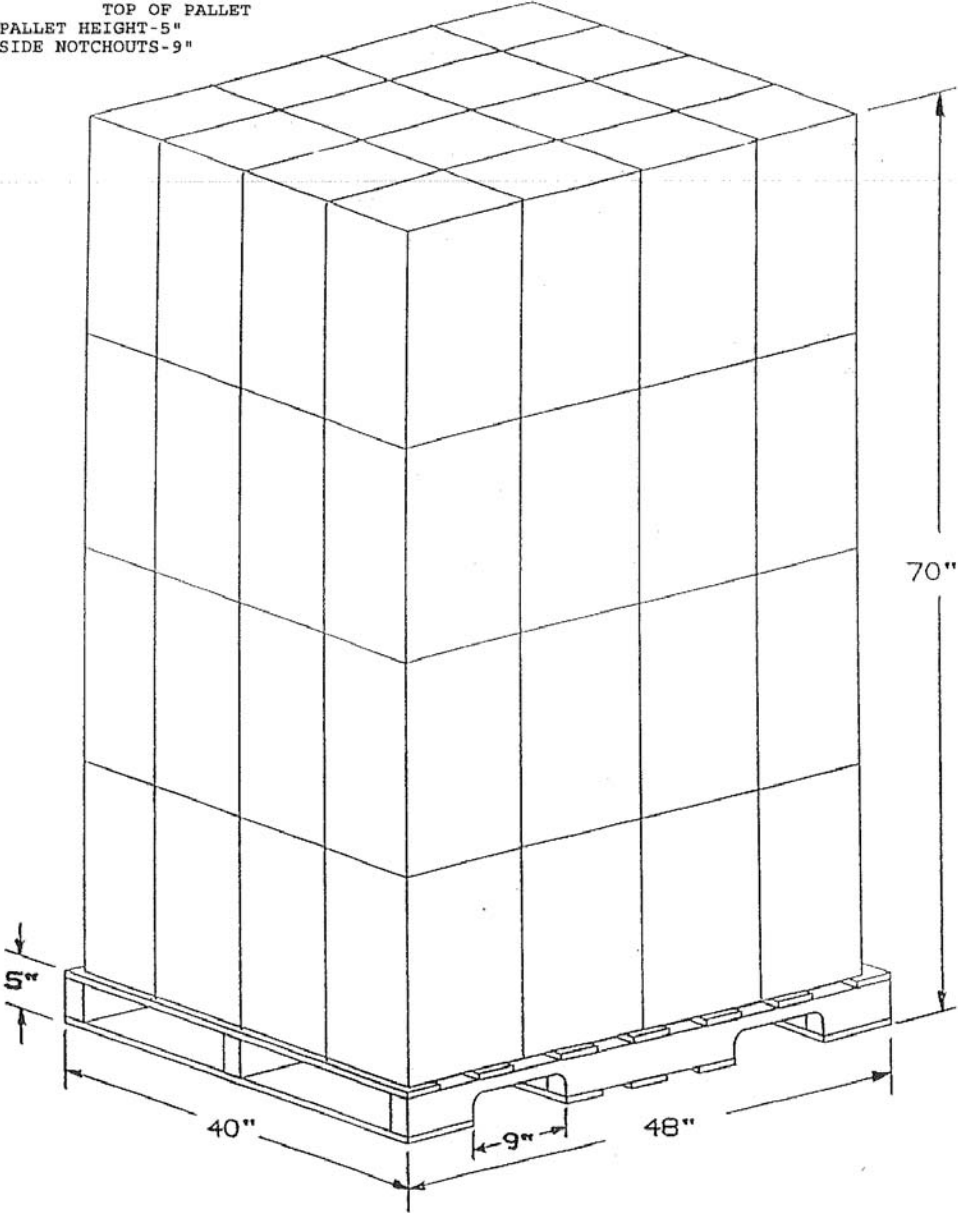
DIMENSIONS

WIDTH		40''
LENGTH		48''
PALLET HEIGHT	5''	
SIDE NOTCHOUTS	9''	
TOP BOARDS	7	
BOTTOM BOARDS	5	
RUNNERS		3
	Good condition, not repaired	
MAXIMUM HEIGHT	70''	
	Floor to top of cartons	
TOTAL PALLET WEIGHT	2000	#

See attached standard pallet diagram

REQUESTED STANDARD PALLET

DIMENSIONS:
40"-WIDE
48"-LONG
70" (MAX)-HEIGHT, FLOOR TO
TOP OF PALLET
PALLET HEIGHT-5"
SIDE NOTCHOUTS-9"



SECTION 3

CARTON LABEL REQUIREMENTS

Carton label or preprinted cartons will contain the following information:

1. Wahl Part Number - in a 1" bold font.
2. Wahl Purchase Order number in a 3/4" font.
3. Carton Quantity printed in a 3/4" bold font.
4. Manufacture date code.

Partial cartons will be labeled "PARTIAL" on two sides of carton.

Supplier will be contacted individually for bar coding requirements.

SECTION 4

PACKING LIST INFORMATION

Packing List will include the following information:

1. Wahl Part Number
2. Wahl Purchase Number and Release Number
3. Quantity
4. Number of Cartons
5. For all shipments including air, the packing list must be attached to outside of skid with easy access for all.

SECTION 5

BILL OF LADING INFORMATION

Bill of Lading will include the following information:

1. Number of skids
2. Total number of cartons

SECTION 6

SKID CONFIGURATION

Each skid will contain only one part number unless marked “Multiple Items” and be packed grouping same part number per layer. Carton markings will be faced out. Skids will be shrink wrapped in customary manner.

SECTION 7

AIR SHIPMENTS

Cartons will be marked “1 of x; 2 of x; 3 of x; etc.”. Carton, packing list, and bill of lading requirements also apply. Please see appropriate section for specifics.

SECTION 8

NONCOMPLIANCE

SHIPPING VIOLATIONS AND CHARGES

Supplier not conforming to the Wahl Clipper Corporation Shipping Requirements will be assessed a fee based on the following schedule:

No Packing List	\$300 or 10% of invoice
Incorrect Packing List Information	\$300 or 10% of invoice
Incorrect Bill of Lading Information	\$300 or 10% of invoice
Incorrect Pallet Configuration	\$300 or 10% of invoice
Unauthorized Over-shipment of Goods	\$300 or 10% of invoice

Charges will be automatically deducted from next payment.

NCDM # _____ In any correspondence refer to this number.

Non-Compliance Debit Memo

Please refer all correspondence regarding this document to:

Wahl Clipper Corp.
2902 North Locust St.
Sterling, IL 61081

DATE
VENDOR #
PO #

TO:

We debit _____ your account # _____
credit _____

FOR THE FOLLOWING COMPLIANCE VIOLATION

- | | |
|---|-----------------------------------|
| _____ 1. Incorrect Carton Labeling | _____ 6. Internal Error |
| _____ 2. Incorrect Bill of Lading | _____ 7. Other _____ |
| _____ 3. Incorrect Packing List | _____ 8. Quantity discrepancy |
| _____ 4. Skid Violation | _____ 9. Over shipment of goods |
| _____ 5. Packing list not with freight bill | _____ 10. Early shipment of goods |

Comments:

Receiving Foreman, **Wahl** Clipper Corp.