

SIEMENS

(Supplier)	Name
(Name)	Department
(Address)	Telephone
	Fax
	E-Mail:
(City/State/Country)(ZIP code)	Your address
	Our emblem

Date: 9-Sep-21

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TRANSPORT GUIDELINES – 09.2021 - Version 09 **Routing order – Imports from - Saudi Arabia**

Ladies and Gentlemen,

The following conditions apply for goods specified in supplier conditions as „EX Works / FCA / FOB”.

GENERALLY:

Please note that,

- Our order number must be noted in the transport documents.
- Transport costs billed per invoice will not be accepted.
- For shipments classified as EXW or FCA the forwarder needs to get the ORGID of the ordering Siemens entity and the SOR (“Siemens Organizational Reference”; e.g. the cost center) for his freight invoices.

For shipments containing dangerous goods you are responsible to transfer the necessary legally required dangerous goods data to the freight forwarder when placing the order. You are also responsible for packing, marking, labelling etc. in compliance with the regulation relevant to the used transport mode(s)."

If this rule is not observed, the additional freight and administrative costs will be billed.

CAUTION:

- Shipments outlined in section 2.) can only be used if approved by the ordering Siemens department.
- If delivery is NOT from your country, please get instruction from us when choosing the appropriate service provider.

1.) Standard deliveries:

a) For deliveries by air freight please use:

Kuehne + Nagel

For the **initial contact** call:

Mr. Mendenelle Gammad

Phone: +966 12 229 6811

Mail: mendenelle.gammad@kuehne-nagel.com

Mr. Gammad will organize the first pickup and will then establish future contact to the nearest Kuehne +Nagel branch office.

It is important to notify Kuehne +Nagel about shipments on time in order to ensure a fluent process.

b) For deliveries by sea freight please use:

Kuehne + Nagel

For the **initial contact** call for:

Jeddah:

Burak Yuce

Phone: +966 22296855

Fax: +966 22296801

Mail: burak.yuce@kuehne-nagel.com

Hamza Madari (back up)

Phone: +966 22296851

Fax: +966 22296801

Mail: hamza.madari@kuehne-nagel.com

Riyadh :

Salah Kamil

Phone: + 966 14649966

Fax: + 966 14647254

Mail: salah.kamil@kuehne-nagel.com

Sharfraz Nawaz (back up)
Phone: + 966 14649966-1122
Fax: + 966 14647254
Mail: Sharfraz.nawaz@kuehne-nagel.com

Dammam:
Abdullah Sulaiman
Phone: + 966 38146655-300
Fax: + 966 38143855
Mail: a.sulaiman@kuehne-nagel.com

Abdullah Omran (back up)
Phone: + 966 38146655-302
Fax: + 966 38143855
Mail: abdullah.omran@kuehne-nagel.com

Contact persons will organize the first pickup and will then establish future contact to the nearest Kuehne & Nagel branch office.

It is important to notify Kuehne & Nagel about shipments on time in order to ensure a fluent process.

For deliveries by air freight please use:

Kuehne+Nagel

For the **initial contact** call for:

Mendenelle Gammad
Phone: +966 12 229 6811
Mail: mendenelle.gammad@kuehne-nagel.com

Abdulla Salman (back up)
Phone: +966 12 229 6857
Mail: abdullah.salman@kuehne-nagel.com

Contact persons will organize the first pickup and will then establish future contact to the nearest Kuehne+Nagel branch office.

It is important to notify Kuehne+Nagel about shipments on time in order to ensure a fluent process.

2.) Express deliveries/ Time definite deliveries up to 70 kg (pre 09/12:00h):

In exceptions > 70 kg:

- 300 kg maximum per package
- Length x width x height in cm: 300 x 120 x 160 per package

Please use **DHL Express**.

For the **initial contact DHL** is available as follows:

DHL Express

CS Hotline /Tracing Phone 800 3450000 CS Toll Free

Dept. Hours

Sun: 08:00 -17:00

Mon: 08:00 -17:00

Tue: 08:00 -17:00

Wed: 08:00 -17:00

Thu: 08:00 -17:00

Time definite deliveries need to be approved by the ordering Siemens entity.

Please note the DHL account number of the paying (receiving) Siemens entity on the DHL waybill. If applicable please ask the demand carrier for the relevant DHL account number. In addition the Siemens PO# must be included to the waybill # under "Reference" field.

Please quote at intra-community shipments (EU) the service option „ECX“. For documents from third countries please quote principally "DOX", resp. At dutiable shipments from third countries always "WPX".

Sincerely yours