**Notification (Incoterms 2020: DAP Berango)**

- The seller will give Metallo timely written notice, at latest two working days before the delivery and propose a delivery date ([receptionspain@metallo.com](mailto:receptionspain@metallo.com)), by means of:
  - the application form trucks + loading schedule (See Appendix 1)
- Metallo has the right to change the delivery date proposed by the seller, insofar as Metallo at the same time informs the seller of at least two other delivery dates.
- Metallo will confirm the delivery date by sending the seller an unloading appointment with unloading reference (See Appendix 2)
- At the time of the delivery, the seller, via his transporter, must present the unloading reference to Metallo.

**Capacity planning**

- METALLO restricts to 10% the number of vehicles with several batches to over the total number of trucks with raw materials that access its facilities per day.

**Load**

- The seller will preferably load the goods in bulk
- The maximum loaded weight (weight material + packaging; exclusive weight container) in:
  - 20’ = 24000 kg
  - 40’ = 21000 kg
- The seller will preferably deliver 1 batch per truck
- Trucks with several batches will be in compliance if:
  - A maximum of three batches have been loaded
  - The batches have been properly separated
  - The batches have been marked
  - The batches have been grouped and loaded in accordance with the loading schedule
  - Those loads that are transported on tautliners instead of dumper tucks are to be properly palletized (see example provided)

- If the goods are packaged, Metallo allows the following intact packaging:
  - Plastic skids/packing are not allowed
Wooden pallet

Wooden crate

Big bag on wooden pallet

Iron crate

Iron 200l barrel on wooden pallet

Limit by size

- METALLO reserves the right of access to its facilities of those pieces that are too big for our smelting furnace.
  - Maximum size permitted: 40 x 40 x 40 cm.

Delivery

- Raw materials in bulk must always to be delivered in tipping vehicles or walking floors and if it is necessary on plastic in order to avoid the material sticking.
- All the material is to be properly covered.
- Packaged material will preferably be delivered in tipping vehicles and covered vehicle, sea containers always on tipping chassis
- A truck will only be handled on the day confirmed on the unloading agreement. If the information regarding the unloading appointment changes, the seller must immediately inform Metallo thereof.
• In case no agreement is reached about the quality of the material, a reloading cost of 250€ will be charged

• PPE’s (Personal Protective Equipment) for drivers:
  Each driver is bound to wear the following equipment when entering the Metallo territories:

  - safety helmet + safety glasses
  - fluo jacket
  - closed shoes
  - long trousers and long sleeves

We advise:

Drivers need to present themselves at our counters fully equipped.

**Opening hours**

• Deliveries will be effected between 08:00 and 16:00 from Monday to Thursday, and between 08.00 and 13.00 on Friday.

• Trucks with several batches and tautliners are obliged to report between 08:00 and 15:00 from Monday to Thursday, and between 08.00 and 12.00 on Friday.

**Non-compliance**

• Every deviation from the above-mentioned instructions is deemed non-compliance

• Every non-compliance can result in waiting times for the transport which cannot be at expense of Metallo

• In the event of a non-compliance of a shipment, at the start of the unloading an operations fee of €200 per started hour will apply

• In the event of a non-compliance of the packaging, per packaging a fee of €150 will be charged for handling and removal
(CEO)