



Appendix 5: Location specific forwarding instructions

Valid for location Bremen / Division C

Version: 01.08.2011

1. Necessary additional documents for the goods receipt

- Delivery note and fully completed waybill

2. Requirements for the forwarder

- Register off the vehicles at the office.
- All passengers have to wear the reflective vest (Norm EN 471) and safety shoes (DIN EN ISO 20345 / obsolete: DIN EN 345) when leaving the truck.

3. Contact

Function	Name	Phone +495474 / 60	E-Mail
Freight management	Mr. Henkel	-5104	björn.henkel@lemlog.com
Empties	Mr. Almak	-5103	cem.almak@lemlog.com
Inbound			
	Mr. Almak	-5103	cem.almak@lemlog.com
	Mr. Henkel	-5104	björn.henkel@lemlog.com
Dispatch			
-Plant 5166, 3055	Mr. Strangmann	-5107	maik.strangmann@lemlog.com
-Plant 5029, 5178, 5165	Mr. Wedemeyer	-5102	renee.wedemeyer@lemlog.com



Appendix 5: Location specific forwarding instructions

4. Opening hours goods receipt

Goods receipt				Opening hours		Comment
Plant	Location	Building	Gate	Working day	Time	
I	Ludwig-Erhard-Str. 1A, 28197 Bremen			Mon – Fri	7:00 – 16:00 h	Lemförder Logistik

5. Opening hours outgoing goods

Outgoing goods				Opening hours		Comment
Plant	Location	Building	Gate	Working day	Time	
I	Ludwig-Erhard-Str. 1A, 28197 Bremen			Mon – Fri.	7:00 – 16:00 h	Lemförder Logistik

Appendix 5: Location specific forwarding instructions

6. Directions

