



Appendix 5: Location specific forwarding instructions

Valid for location Dielingen / Division C und T

Version: 01.10.2018

1. Necessary additional documents for the goods receipt

- Delivery note and fully completed waybill
- For custom shipments additional accompanying document T1, trade invoice, Waybill AWB or B/L or CMR, ATR
- Handover of TOMS-note

2. Requirements for the equipment of the forwarder

- Only sideway loading and offloading of canvas cover trucks possible
- No processing of box trucks respectively only after prior consultation
- Delivery of sea containers only possible with prior arrangement.

3. Requirements for the forwarder

- Register of the vehicles at the office.
- Securing of the load has to be done by the driver.
- 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.

4. Division T – Commercial Vehicle Technology

4.1. Contact Division T

Function	Name	Phone +495474 / 60-	E-Mail
Inbound			
	Uwe Schwarz	-5040	Uwe.schwarz@zf.com
Dispatch			
	Mario Brinkmeier	-5130	Mario.brinkmeier@zf.com



Appendix 5: Location specific forwarding instructions

4.2. Opening hours goods receipt

Goods receipt				Opening hours		Comment
Plant	Location	Building	Gate	Working day	Time	
I	Dr.-Jürgen-Ulderup-Str. 7 32351 Stemwede- Dielingen	2.11	3 and 4	Mon– Fri	6:00 – 21:00 h	custom shipments until 16:30 h

4.3. Opening hours outgoing goods

Outgoing goods				Opening hours		Comment
Plant	Location	Building	Gate	Working day	Time	
I	Dr.-Jürgen-Ulderup-Str. 7 32351 Stemwede- Dielingen			Mon– Fri	7:00 – 20:30 h	



Appendix 5: Location specific forwarding instructions

5. Division C – Car Chassis Technology

5.1. Contact Division C

Function	Name	Phone +495474 / 60-	E-Mail
Inbound			
	Waldemar Girtschenko	-5046	Waldemar.Girtschenko@zf.com
Dispatch			
	Waldemar Girtschenko	-5046	Waldemar.Girtschenko@zf.com

5.2. Opening hours goods receipt

6. Goods receipt				Opening hours		Comment
Plant	Location	Building	Gate	Working day	Time	
I	Dr.-Jürgen-Ulderup-Straße 7 32351 Stemwede-Dielingen	Geb. 2.7	5	Mo – Fr.	7:00 – 14:00	Or according to agreement

5.3. Opening hours outgoing goods

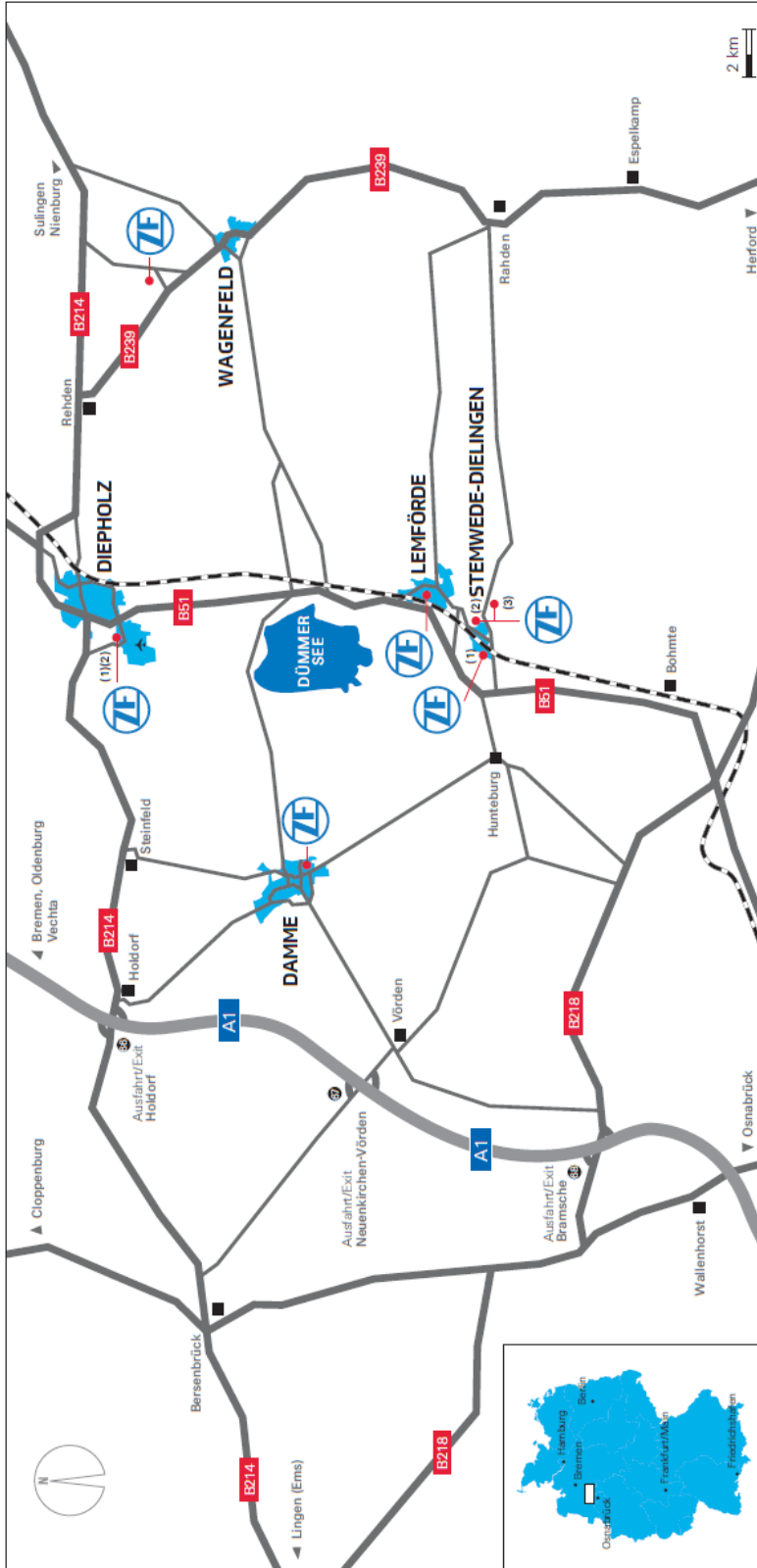
Outgoing goods				Opening hours		Comment
Plant	Location	Building	Gate	Working day	Time	
I	Dr.-Jürgen-Ulderup-Straße 7 32351 Stemwede-Dielingen	Geb. 2.7	5	Mo – Fr.	7:00 – 14:00	Or according to agreement



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6. Directions

ZF am Multidivisionsstandort Lemförde · ZF at the multidivisional location Lemförde



<p>ZF Friedrichshafen AG Division Motorfahrzeuge Commercial Vehicle Technology Division</p> <p>Postadresse · Postal address 49447 Lemförde Deutschland · Germany</p> <p>Dielingen (1) Dr.-Jürgen-Uldeup-Str. 7 32351 Stemwede</p> <p>Hauptverwaltung Division Pkw- Fahrwerktechnik Resquarers Division Car Chassis Technology</p> <p>Geschäftsfeld Nkw-Fahrwerkmodule Business Unit CV Chassis Modules</p>	<p>ZF Friedrichshafen AG Division Pkw-Fahrwerktechnik Car Chassis Technology Division</p> <p>Postadresse · Postal address 49447 Lemförde · Deutschland · Germany</p> <p>Dielingen (2) Dielinger-Str. 60 32351 Stemwede</p> <p>Personalentwicklungszentrum (PEC) Personnel Development Center</p> <p>Dielingen (3) Am The 20 32351 Stemwede</p> <p>„Theihaus“ Mechanische Bearbeitung und Ausbildungszentrum (MAC) Machining and Training Center (MAC)</p>	<p>ZF Friedrichshafen AG Division E-Mobility E-Mobility Division</p> <p>Diepholz (1) Dr.-Jürgen-Uldeup-Str. 11 49356 Diepholz</p> <p>Geschäftsfeld Fahrwerkkomponenten Business Unit Chassis Components</p> <p>Diepholz (2) Post- und Weksanschrift Postal and plant address Siemensstr. 4 49356 Diepholz</p> <p>Geschäftsfeld · Business Unit Electronic Interfaces</p>	<p>ZF Friedrichshafen AG Division E-Mobility E-Mobility Division</p> <p>Wagenfeld Dr.-Jürgen-Uldeup-Platz 1 49419 Wagenfeld</p> <p>Geschäftsfeld Fahrwerkkomponenten Business Unit Chassis Components</p> <p>Damme Dr.-Jürgen-Uldeup-Platz 1 49401 Damme</p> <p>Geschäftsfeld Fahrwerkkomponenten Business Unit Chassis Components</p>
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