



Valid for location Thyrnau / Division E

Version: 15.10.2018

1. Necessary documents for the goods receipt

- Loading equipment (pallet/container) data sheet, 2x
- Delivery note, 2x
- Forwarding order / waybill, 2x

2. Requirements for the equipment of the forwarder

- Only sideway (lateral) loading and unloading
- No processing of box trucks
- Delivery of sea containers only possible with prior arrangement

3. Requirements for the forwarder

- All passengers have to wear the reflective vest (EN 471) and safety shoes (DIN EN ISO 20345 / obsolete DIN EN 345) when leaving the truck

4. Contact

Fuction	Name	Phone +49 851 494	E-Mail
Freight management	Karin Schanzer	4932	karin.schanzer@zf.com
Empties	Rosmarie Pfefferl	4080	rosmarie.pfefferl@zf.com
Inbound shipments	EMK Service	4875	karin.schanzer@zf.com
Outbound shipments	EMK Service	4875	karin.schanzer@zf.com



Appendix 5: Local specific forwarding instructions

5. Opening hours goods receipt / outgoing goods

Inbound / outbound shipments				Opening hours		Comment
Plant	Location	Bldg.	Gate	Working days	Time	
Thyrnau	Graf-Zeppelin- Str.1 94136 Thyrnau			Mo – Do Fr	7:00–15:45 7:00– 12:00	

6. Directions sketch

