

# Delivery Terms and Conditions

## Contact

WORTMANN TELECOM GmbH  
Logistic  
Hankamp 2  
32609 Hüllhorst  
Germany

Phone: +49 (0) 5744.944-4524

E-Mail: [logistic@wortmann-telecom.de](mailto:logistic@wortmann-telecom.de)

## Delivery address

WORTMANN TELECOM GmbH  
Gate 4-5  
Hankamp 2  
32609 Hüllhorst  
Germany

## Opening hours

Monday - Friday from 9:00 a.m. - 5:00 p.m. (CET)

## Delivery notification

Each delivery must be announced by e-mail ([logistic@wortmann-telecom.de](mailto:logistic@wortmann-telecom.de)) at the latest by 4:30 p.m. on the day before and must contain the following details informations:

- Carrier/Parcel Service
- Order number
- Number of pallets/parcels
- Delivery note/packing list
- IMEIs/serial numbers as XLS/CSV prior to delivery

## Delivery

- The delivery note incl. WORTMANN TELECOM order number (starting with KB) must be clearly visible on each pallet.
- Delivery on pallets must be on EURO pallets with EPAL certification.
- In case of pallet deliveries, the goods must be packed according to type.
- Acceptance of the delivery and confirmation of quantity is always under reservation.
- Serial numbers of the packages must face the outside of the pallet.
- The pallets should not be overbuilt and not exceed a max. height of 1,80 m
- Pallets will be exchanged for undamaged EURO pallets only!
- Parcel shipments must not exceed a weight of 25 kg per parcel.
- Shipments consisting of several parcels must be numbered.

## Invoice

The order number must be included on each invoice. IMEI numbers for the delivery must be included on the delivery note and/or on the invoice.

## Invoice address

WORTMANN TELECOM GmbH  
Hankamp 2  
32609 Hüllhorst  
Germany

### WORTMANN TELECOM GmbH

Hankamp 2  
32609 Hüllhorst  
Germany

Fon +49 5744.944-4500  
Fax +49 5744.944-4519  
Mail [info@wortmann-telecom.de](mailto:info@wortmann-telecom.de)  
Web [www.wortmann-telecom.de](http://www.wortmann-telecom.de)

Local Court Bad Oeynhausen,  
HRB 14584  
Tax ID number: 331 5886 0508  
VAT ID number: DE 301 288 295

### Management

Siebert Wortmann  
Stefan Bollmann

### Bank Details

Volksbank Herford-Mindener Land eG  
IBAN DE40 4949 0070 7106 4263 00  
BIC GENODEM1HFV