

Fax Form for Collection Orders

Mitsubishi HiTec Paper Bielefeld GmbH

Despatch Department

P.O. Box 18 01 03

D-33691 Bielefeld

Telephone: +49(0) 5 21/2091-546

Telefax: +49(0) 5 21/2091-547

From:

We have read your terms for collection. The following quantity of pallets/ weather boards are waiting here for collection.

We herewith confirm that, as far as can be seen by visual examination, all materials are undamaged, reusable and have been stored in dry conditions.

Tel.:

Fax:

Collection Address:

Contact :

Checked, sorted and prepared for collection:

Pallet stacks/piece:

Pallets/piece:

Total weight:

Please let us know when you propose to collect the materials:

Top board stacks/piece:

Top boards/piece:

Total weight:

Date:

Signature:

Answer from
Mitsubishi HiTec Paper Bielefeld GmbH

Collection date:

Transport company:

Other information:

Collection carried out on:



Collection Service for Pallets and Top Boards

Conditions for Collection

The pallets must originate from our mills and be marked accordingly.
Pallets are brand-marked on the blocks; top boards on the edge.

Condition of Pallets:

Clean, dry and suitable for further use

Pallets and top boards must be clean and suitable for further use. They must be free of any other packaging materials or other materials attached.

Pallets:
minimal damage is acceptable (e.g. a missing stringer or pallet block).
Pallets with more substantial damage should be disposed of in the usual manner.

Top board:
will only be accepted in good condition.

Sorting of Pallets:

According to Size and Colour

Sorting:
As far as possible according to size.
Sorting is made easier by the stamps and colour coded marks and symbols we make on the pallets.

Quantity/Collection Dates:

Minimum quantity = 1 Stack


Full loads will be collected at short notice.
Individual stacks will be collected within 4 weeks.



Mitsubishi HiTec Paper
free-of-charge collection
top boards which may
conditions are fulfilled.

Collection from all our
kets is only possible sho
come into question.

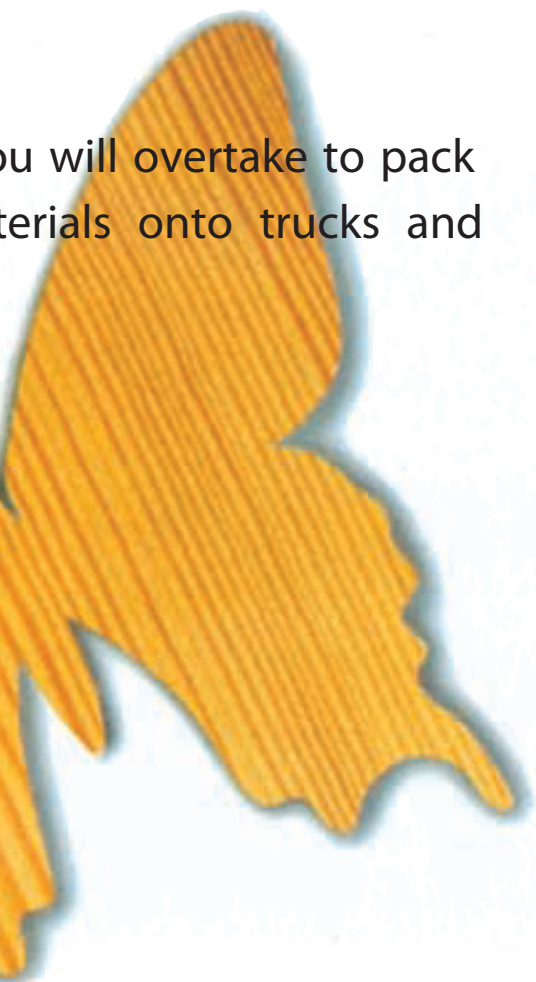
We also assume that yo
and load the raw mat
thank you in advance.



Bielefeld GmbH offer a
n service for pallets and
be used if the detailed

European export mar-
ould sufficient quantities

ou will overtake to pack
aterials onto trucks and



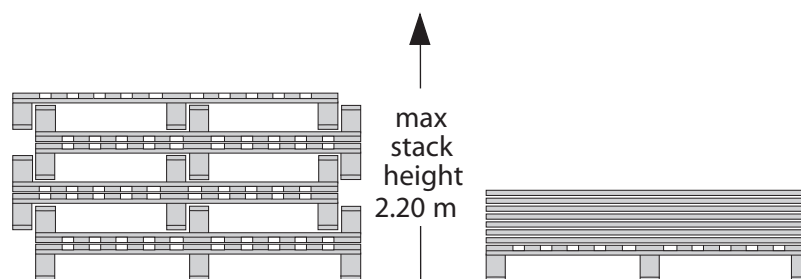
Packaging:

Rational, space-saving, secure

Rational stacking for transpor-
tation. Cross-banding or other
reliable methods of securing
the stacks. Separate stacks of
pallets and top boards are
required. If necessary, individual
packagings items may be bound
together.

Pallets
max weight 750 kg

Top boards
max weight 750 kg



Collection

When:

after telephoning or faxing
a collection order

Telephone: +49 (0) 5 21 / 20 91 - 546
Fax: +49 (0) 5 21 / 20 91 - 547

Following your instructions
to the despatch department
of Hillegossen Mill given by
telephone or fax.
Use of the attached fax form
will enable us to organise
collection.

Collection Dates:

Who/How?

Our despatch department
will make arrangements
to fill your needs.

Thus:

Please collect pallets and top
boards in an orderly manner
and let us know when you have a large
enough quantity for transportation.