**Rules for unloading iron and steel materials**

**The rules for unloading iron and steel materials are binding for the supplier.**

**In the event of non-compliance, Agrostroj reserves the right to partially or completely refuse affected delivery of iron and steel materials.**

1. **Working hours of warehouses:**

|  |  |
| --- | --- |
| Pelhřimov | 06:00-22:00 |
| Humpolec | 06:00-14:00 |
| Počátky | 06:00-14:00 |

Note: Truck must be at the warehouse no later than 1 hour before the end of working hours.

1. **Each delivery to Pelhřimov must be announced at least one working day in advance for the allocation of the unloading window to one of the contacts below.**

|  |  |
| --- | --- |
| **Mrs. Buchtová** | T: +420 565 360 167  E: [Ivana.Buchtova@agrostroj.cz](mailto:Ivana.Buchtova@agrostroj.cz) |

Note.: In case of unavailability use backup contacts below:

|  |  |
| --- | --- |
| **Mr. Janko** | M: +420 725 094 688  E: [Rostislav.Janko@agrostroj.cz](mailto:Rostislav.Janko@agrostroj.cz) |
| **Mr. Pejchl** | M: +420 734 164 989  E: [Jaroslav.Pejchl@agrostroj.cz](mailto:Jaroslav.Pejchl@agrostroj.cz) |

1. **Certificates of iron and steel materials shall be sent by e-mail to the address:** [**atesty@agrostroj.cz**](mailto:atesty@agrostroj.cz) **no later than 1 day before planned unloading in Agrostroj.**
2. **The delivery note and certificates must be available at the time of delivery, without them the material will not be accepted.**
3. **The delivery note must contain the order number and item numbers of Agrostroj.**
4. **Each bundle shall be marked with a label indicating:**

a. Order number,

b. Item number,

c. Material quality,

d. Quantity of Material.

1. **Steel in bars must be colour-coded according to the quality (in accordance with the company standard AVN 00 0066).**
2. **It is mandatory to respect the maximum specified bundle size.**
3. **Unloading of material in bars is possible only by crane.**
4. **For sheet metal deliveries, we ask for the use of wooden shipping dunnage with dimensions of at least (80 x 80) mm.**