

Brief Information for Digitec Galaxus Deliveries at Fiege Oftringen

1 Pre-advice

For deliveries on pallet and with containers for Digitec Galaxus to Fiege Oftringen, please book a slot at Fiege Webslot (<https://webslot-schweiz.fiege.com>) at least 24 hours prior to arrival. Instructions for registering, logging in and booking can be found in the attached manual.

Upon arrival at FIEGE Oftringen, the driver must check in at the inbound office with the booking number.

Pre-advice via email or telephone is not preferred.

Deliveries can only be unloaded with a confirmed time slot booking on Fiege WebSlot.

2 Suppliers within Switzerland

Below documents must be provided latest at check in at the inbound office upon arrival.

- ✓ **Delivery note (must)**
- ✓ **Booking ID number from Fiege WebSlot (must)**
- ✓ **invoice (optional)**

3 Suppliers from abroad

It must be ensured that the goods are delivered to our warehouse duty paid. Proof of customs clearance (import list) can be uploaded with the notification in the Slot booking tool but must be presented latest at delivery.

In the case of parcels, the import list must be attached to the parcels.

- ✓ **Import list as proof of customs clearance (must)**
- ✓ **Delivery note (must)**
- ✓ **Booking ID number from Fiege Webslot (must)**
- ✓ **Invoice (optional)**

4 Pallet Exchange

Euro pallets with adequate quality are exchanged 1:1 when the goods are received. Broken Euro pallets will not be exchanged.

There is no pallet bookkeeping with individual suppliers. Refusing to exchange at delivery is deemed to be final waiving of "pallet exchange".

5 Parcel

Parcels are accepted without booking a time slot.

We accept no liability for incorrectly delivered packages.

6 Address & Opening Hours inbound office

Address for deliveries:

Digitec Galaxus c/o Fiege Logistik (Schweiz) AG, Industriestrasse 11, CH-4665 Oftringen

E-Mail: digitecgalaxus@fiege.com, Tel.: +41 (0)62 788 78 40

Opening hours for incoming goods on working days: 07:00-12:00 & 13:00-17:00

Direction:

