

# DT Logistics

## Standard Operating Procedure

### Import Logistic supply chain

DT Logistics is the import and logistic function for Business Units within DT Group.

**Company information:**

DT Logistics DK/SE/FI/NO  
Skanderborgvej 277  
DK-8260 Viby J  
Denmark  
Tel: +45 82 52 36 80  
Fax: +45 86 15 12 33  
Mail: oms@wolseleysourcing.net  
EORI No. 55 82 84 15

DT Logistics Denmark – VAT No. 28140142  
DT Logistics Sweden – VAT No. 516403230101  
DT Logistics Finland – VAT No. 20120704  
DT Logistics Norway – VAT No. (Under registration)

**B.8. Order confirmation - Additional requirements:**

Purchase orders against this contract will be issued by one of the abovementioned DT Logistics companies and your order confirmation must be issued and returned to the respective company preferably by email.

In addition to the requirements in part B.8. in the S.O.P. for the applicable Business Unit, the Supplier's order confirmation must contain the following information:

- DT Logistics Purchase Order Number **and** Business Units Purchase Order Number

**B.9. - Invoice - Additional requirements:**

In addition to the requirements in part B.9. in the S.O.P. for the applicable Business Unit, the Supplier's invoice must contain the following information:

- Payment term
- Full Banking details
- Chain of Custody Number (if applicable)

**Shipping documents** should contain the following information:

- Invoice
- Packing List (see appendix 1)
- Bill of Lading (see appendix 2) or CMR way bill
- Certificates if applicable: GSP, certificate of origin, fumigation certificate

**For deliveries on INCOTERM 2010: FOB\*:**

DT Group has selected DAMCO as our forwarder on overseas container transport. You will be contacted directly by the local DAMCO office, who will provide you with the Vendor manual with instructions on booking procedures at origin.

\*FOB shipments from specific suppliers (South America) will be shipped on suppliers freight agreements.