

## Instructions for delivery to Samdistribution

Notification of a delivery must always be made by mail to [avisering@samdistribution.se](mailto:avisering@samdistribution.se) at least **three days** in advance.

Notification must state:

- a. Sender
- b. Consignee (Publisher)
- c. Country of origin
- d. Person to contact
- e. Content (ISBN)
- f. Number of pallets
- g. Total volume

**Address information:**

Samdistribution AB  
Metallvägen 31  
S-195 72 Rosersberg  
SWEDEN

Road description available at:

[www.samdistribution.se](http://www.samdistribution.se)

**Opening hours:**

Weekdays: Monday - Thursday 07.15 – 16.00  
Friday 07.15 – 15.00

Alternative hours upon agreement only.

Contact warehouse personnel in the delivery area before docking.

**Telephone:**

Delivery area +46-8696 83 75  
Switchboard +46-8696 84 00

## Packing instructions for pallets

1. The delivery must always be made on a standard regulation EUR-pallet 120x80 cm or on a pallet with corresponding strength requirements according to UIC Code 435-2.



2. 4-way pallets with bottom deck boards on the short side cannot be handled at Samdistribution.



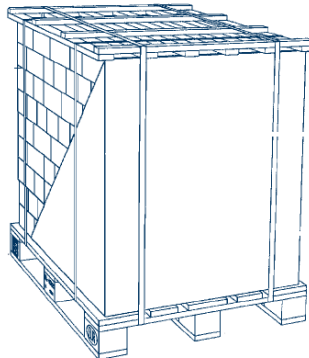
3. Maximum height 135 cm, pallet included.
4. Maximum weight 700 kg. When the delivery consists of cardboard boxes on a pallet each box may weigh no more than 20 kg.
5. Every 5th or 10th layer of books must be protected by a liner.
6. The number of boxes/books etc must be the same on each pallet. The only exception being the remnant pallet.



**SAMDISTRIBUTION**

The distribution warehouse for Bonnier Books in Sweden

7. The pallet must be transport protected by using a wooden lid (maximum 3 cm) and transparent plastic. The pallet must also be bound using four plastic packing ribbons:



8. Each pallet must be marked as follows

*Consignee:* **Samdistribution**  
*Client:*  
*Sender:*  
*Author:* **Last name, First name**  
*Title/Article:*  
*ISBN:* **97891XXXXXXXXX**  
*Number of copies per pallet:*  
*Pallet number/total number of pallets:*

9. The markings must be placed on both the long side and short side of the pallets.

## Packing instructions for boxes

1. Maximum weight 20 kg.
2. Each box must be marked:
  - a. ISBN (International Standard Book Number)
  - b. Name of article
  - c. Number of copies per box
3. When delivering multiple boxes within the same shipment, state the box number and the total number of boxes on each box (Example: 1/3). Box containing delivery note/packing slip must be marked.

## Further delivery instructions

1. **Consignment note and delivery note/packing slip must always accompany the goods.**
2. Notification of a delivery in containers must also state number of containers and number of items in a container.
3. **Samdistribution can only unload trailers from the short side entrance of the trailer. Samdistribution cannot unload from the long side.**
4. EUR-pallets are only returned if the request for return is clearly stated on the consignment note. We use the following pallet depots:

**DHL** Depot pallet registration number 222224  
**Schenker** Depot pallet registration number 10210250