

# General logistics routines

---

## Contents

- Contracted carriers
- Time routines for pickup
- Book shipment with JetPak / City Ordonnansen
- STD - Warehouse order
- STD - Express order

## Contact

Please contact Logistics Support if you have any questions. Tel: +46 31 388 10 80

Mail: [partssales@marinepartseurope.com](mailto:partssales@marinepartseurope.com)

## Opening hours

Warehouse at Klangfärgsgatan:

Weekdays, 07:00 - 17:00.

Support:

Weekdays, 07:00 - 16:00 (lunch break 12:00 - 13:00).

LOGISTICS ROUTINE

## Contracted carriers



To secure best price on transports, we have agreements with the following carriers;

- DHL
- FedEx
- JetPak (manual process, see attached routine)
- City Ordonnansen (manual process, see attached routine)

Choosing other carriers may increase costs.

LOGISTICS ROUTINE

# Pick up times at warehouse Klangfärgsgatan

## Order Class 1 / EXPRESS

1	Order placed at time	Can be picked up
	15:30 - 08:00	10:00
	08:00 - 10:00	13:30
	10:00 - 14:00	15:30
	14:00 - 15:30	07:00 day 2

## Order Class 3 / STOCK ORDER

3	Order placed at time	Can be picked up
	07:00 - 15:30, day 1	Day 4 after 14:00, if the order is complete for pick up. Call Parts Support before for confirmation.

Orders placed for pick-up are in the respective box at the gate at the back, if they are in stock.

All spare parts questions should be directed to Logistics Support – not warehouse staff.

Please note that you need to check that your order is ready for pick-up and have your order number ready when calling us.

Please note that if you have multiple orders in one of the order classes, they will be consolidated.

LOGISTICS ROUTINE

## JetPak / City Ordonnansen

---

**Book a shipment with JetPak eller City Ordonnansen:**

1. Call or e-mail your order to Parts Support and inform them you want to book a transport with JetPak or CityOrdonnansen.  
Provide delivery address, contact person and phone number.
2. Parts Support will provide price and delivery time which will be communicated back before booking the transport.
3. Order confirmation with shipping cost will be e-mailed to you.

When choosing JetPak or City Ordonnansen, you will be responsible for shipping costs.

LOGISTICS ROUTINE

## Lagerorder - Orderklass 3

---

### **Shipping**

Shipping is charged at the time of order registration.

### **Order Cut Off**

15.30, every day.

### **Day 1**

Order is registered at Power House. Any deficiencies are ordered from the supplier.

### **Day 3**

Complete order is picked and shipped.

### **Day 4-6**

Parts ordered from supplier are added to their respective order. All orders from day 1 are shipped.

### **Day 7**

Parts that are still missing from the order are checked for delivery time- Orders with back-ordered items are shipped without being complete.

Postal codes in outer areas are expected to have 1 – 2 days extra delivery time.

Please note:

- "Day" refers to non-holiday working days.
- To ensure cost efficient transports, orders placed on the same day within the same order class will be consolidated.

LOGISTICS ROUTINE

## Express order - Order Class 1

---

### Shipping

Shipping is charged at the time of order registration.

### Order Cut Off

15.30, every day.

### Day 1

- Order is registered at Power House (via e-mail or MPE).
- Complete order is sent.
- Any deficiencies are ordered from the supplier.

### Day 2

- Complete order is sent.
- Preliminary delivery dates for parts on back-order is communicated.

Please note:

- "Day" refers to non-holiday working days.
- To ensure cost efficient transports, orders placed on the same day within the same order class will be consolidated.