

Optimization of the Shipping Process

Dear Customers,

Committed to our vision "Sustainable Sourcing" we are dedicated to further reducing environmental impact and cost burdens. Our initiatives are always designed to provide you additional benefits. By implementing these optimizations step by step, we incorporate feedback you share into further improvements or adjustments. Please let us know your specific needs so that we can address them effectively.

Over the past months, we have conducted a comprehensive analysis of all spare parts orders placed by our customers. We found that we frequently ship small-value orders individually. In addition, many of these items are presumably not urgently needed. Single shipments incur significant packaging, transport, and processing costs - both for you and for us.

Therefore, as a first step, we aim to reduce the number of shipments and are introducing the following process with immediate effect:

- Orders with low goods value will be included in a consolidated shipment.
- Orders will be summed up until the total shipping value of all positions reaches at least €1,000 net or the end of the month is reached.
- As soon as either the €1,000 threshold or the last business day of the month is reached:
 - The possible shipping date for the complete delivery will be determined (depending on item availability).
 - You will receive your order confirmation with all items and the binding shipping date.
- Delivery will be made as a complete shipment on this date.

Consolidated shipments will be documented in such a way that your order numbers and items can always be clearly assigned to their respective original orders.

For each consolidated shipment, you will receive a single order confirmation and invoice.

If you require a small quantity delivery for certain items with a total order value of less than €1,000, we will of course fulfill this request immediately, subject to a small-quantity surcharge of €200.

We will be happy to advise you on optimizing your spare parts requirements and recommend that you bundle your orders in-house to reduce costs. In addition, we can offer specific spare parts packages tailored to your equipment to further optimize your operational and administrative processes.

Your benefits:

- No disruption to your operational workflows and production
- Binding delivery date: As soon as the shipping value of €1,000 is reached, you will swiftly receive your order confirmation with all items and the fixed delivery date for your complete shipment.
- More economical shipping process through consolidated deliveries
- Minimized packaging and environmental charges in accordance with EU regulations
- Sustainability and CO₂ reduction through fewer individual shipments
- Clarity and transparency with precise assignment of all items

Overview of Shipping Options and Additional Fees:

Scenario	Description	Additional Fees
Consolidated Shipment	Shipping value \geq €1,000; shipping date will be determined and order confirmation issued	€0
Early Shipment	Shipping value $<$ €1,000 and you request earlier delivery	€200

We sincerely thank you for your understanding and cooperation with this adjustment, and we look forward to a continued successful collaboration.

Kind regards

Steinemann Technology AG



Sandra Ade

Head of Transactionals



Daniel Wahler

Head of BU Production Services