



PURCHASING ROUTING GUIDE

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TABLE OF CONTENTS

1	TRAFFIC INSTRUCTIONS _____	3
2	SHIPPING INSTRUCTIONS, CARRIERS AND ACCOUNTS _____	3
3	PACKING INSTRUCTIONS & BILLING _____	4

1 TRAFFIC INSTRUCTIONS

The purpose of this routing guide is to inform our suppliers of the standards that we expect to be followed on all inbound freight movements. This guide also provides additional guidelines that should be followed on all shipments.

- No partial shipment will be accepted without the buyer's approval.
- The supplier must consolidate all shipments onto one bill of lading/waybill when making more than one shipment on the same day.
- The shipment must not be covered by carrier insurance.

1.1 DOCUMENTS AND INFORMATION TO PROVIDE

1.1.1 The commercial invoice showing the following information:

- Creaform's Po number.
- The part number, the description, the exact quantity for each item and the unit value.
- The harmonized code (HS Code) and the country of origin (Made in) for each part.

1.1.2 The packing list showing the following information:

- Creaform's Po number.
- The part number and the exact quantity for each item.
- The number of box(es), the dimensions and the weight.

1.1.3 The Certificate of Origin :

- The CUSMA (Canada, United-States & Mexico) or any other commercial agreements.
- All other proof of origin.

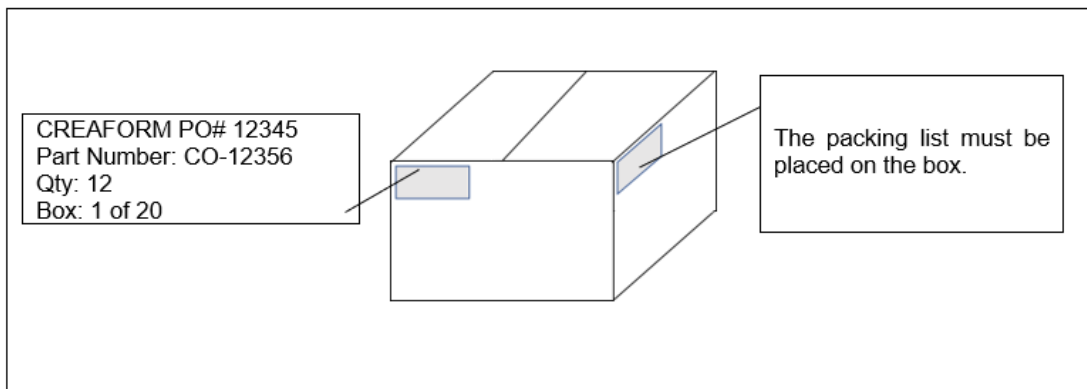
Please confirm the shipment tracking number to the buyer.

2 SHIPPING INSTRUCTIONS, CARRIERS AND ACCOUNTS

Weight	Local (Québec & Lévis)	From Canada	From United States	From International
45 kg <	Med Express :718 Purolator Express: 5431018	Fedex Priority Overnight: 263339584 UPS Express: R84R77 Purolator Express: 5431018	Fedex Economy: 263339584 UPS Express: R84R77	Fedex Priority 263339584 UPS Express Saver R84R77
45 kg >	Please contact us creaform.logistics.ca@ametek.com			

3 PACKING INSTRUCTIONS

- The packaging must be suitable for ground and air transport (long distances).
- The goods must be protected against shocks and humidity.
- The boxes must be identified with PO number, part number and quantity.



4 BILLING :

Please send the payment invoice to creaform.payables@ametek.com