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| ***SWICOFIL_NEU*** | |  | *1.6/1*  ***PASSION FOR*** *SUCCESS* |
|  | *Swicofil AG*  *CH-6021 Emmenbrücke* | | |

**R E T U R N O F E M P T I E S**

Empties (Cops, TKB, WKB) are always and for everybody a pain in the neck. This is valid until you put a **value** to them - then immediately the attitude changes - it is an **important business**!

It is **your duty** to help us to keep the outstandings as low as possible by constantly reminding the customers and by assisting them in their returns.

**Rules**

1. Normally the empties are charged to the customer when we invoice the goods. We shall refund the customer the value of the empties returned provided they arrive in a perfect shape. Non-invoiced empties of earlier supplies are and remain the property of Swicofil AG or the relevant supplier partner.

2. Customers have to **declare returnability of empties when they import** the goods.

3. Return freight has to be **arranged and paid** by the customer **from his premises** to the **suppliers location**. It is very important that Swicofil is informed immediately about any return shipments.

4. Empties should be returned within 4 months of delivery to customer.

5. Empties to be packed and arranged as per enclosed instructions.

6. Whenever a return of empties is made **you** or customer should email: [swicofil@swicofil.com](mailto:swicofil@swicofil.com) all paperwork to us  
all details of shipment.

7. Bills of ladings have to be issued as follows: Exceptions will be mentioned in our offer  
  
 Consignee: Swicofil AG   
 CH - 6021 Emmenbrücke/Switzerland

Notify: KOG Transport AG Tel. 0041 41 7811510  
 Zugerstrasse 1 Fax 0041 41 7811530  
 CH - 6330 Cham - Zug / Switzerland  
  
**2/3 of original B/L and commercial invoice** should be sent by airmail to:

Swicofil AG Textile Services, CH - 6021 Emmenbrücke

**1/3 of original B/L and commercial invoice** should accompany the goods by ships bag

Thank you very much for devoting your special attention to this important part of the business.

Swicofil AG