

Information Letter – Time Slot Management (Booking Time Slots)

Why is Wanzl GmbH & Co. KGaA implementing time slot management via the Transporeon platform?

Currently, our goods receipt area is often at full capacity, as several trucks may arrive simultaneously and queue at the gate. This leads to long waiting times, demurrage claims, and calls from suppliers/carriers (hereafter referred to as S/C) directly to goods receipt or purchasing. Time slot management is intended to counteract these issues.

For which locations is booking required?

89340 Leipheim, Herrenbreite 4 – Plant 1	Tel. +49 8221 / 729-0
89340 Leipheim, Bahnhofstraße 11a – Plant 2	Tel. +49 8221 / 729-0
87757 Kirchheim, Hasberger Straße 13 – Plant 3	Tel. +49 8266 / 299-0
89340 Rudolf-Wanzl-Straße 4 – Plant 4	Tel. +49 8221 / 729-0
89312 Günzburg/Deffingen, Kimmerle-Ring 5 (Logistics Center)	Tel. +49 8221 / 729-0
86483 Balzhausen, Leihwegfeld 4, Carrier Gassner	Tel. +49 8281 / 3096

What is time slot management?

Time slot management structures deliveries throughout the day to avoid peak times when multiple trucks arrive simultaneously. The respective S/C simply book a free time slot on the Transporeon platform for the planned arrival time of the truck at Wanzl Leipheim.

What are the costs?

€2.34 per time slot booked.

How much effort is required to book a time slot?

Less than one minute.

How do I get an account?

Simply go to the [Transportation Management Platform | Transporeon](#) to update an existing account or create a new one. Then send your 6-digit Transporeon ID to TimeSlotManagement.DE@wanzl.com to enable access to Wanzl's time slot management.

For content-related questions, please contact TimeSlotManagement.DE@wanzl.com.

Who does NOT need to book a time slot?

Parcel service providers, deliveries by tank trucks.

Who MUST book a time slot?

General rule: All vehicles unloaded by forklift at the ramp or yard, and all vehicles unloaded by crane, must book a suitable time slot via Transporeon.

Scenarios to distinguish:

- Supplier delivers with own vehicle: Supplier must book the time slot.
- Supplier commissions their own carrier: Carrier needs the registration link for one-time setup and must be informed that time slot booking at Wanzl is required.

- Supplier commissions a Wanzl carrier: Supplier must inform the carrier about time slot booking. Wanzl carriers are already familiar with the process.

Required information for booking:

- Selection of the correct goods receipt location (address is on the order).
- Reference number.
- Order numbers per delivery (as per delivery documents).
- If no order number is available, supplier name must be entered in the comment field.
- Correct pallet selection (controls number of time slots).
- Driver's name, truck license plate & driver's mobile number.

Optional information:

- Vehicle type
- Upload of delivery documents

Deliveries of raw materials to Kirchheim and Balzhausen

87757 Kirchheim, Hasberger Straße 13 – Plant 3

Multiple unloading points available:

- Central goods receipt Plant 3: Ramp or yard unloading
- Wire goods receipt Hall 6a: Ramp unloading of wire coils
- Sheet metal goods receipt Hall 13: Side unloading of sheet metal packages up to 3.0 x 1.5m
- Crane unloading Hall 4 / 5 / 16: Unloading of wire coils and long material up to 6.5m via open Edscha roof using crane

86483 Balzhausen, Leihwegfeld 4 – Carrier Gassner

Goods receipt Carrier Gassner, Balzhausen

Correct pallet selection controls number of time slots:

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|-------------------------------|--------------------------|
| • 1 – 16 pallets | = 1 time slot (30 min.) |
| • 16+ pallets | = 2 time slots (60 min.) |
| • 1 – 6 wire coils | = 1 time slot (30 min.) |
| • 7+ wire coils | = 2 time slots (60 min.) |
| • 1 – 9 bundles long material | = 1 time slot (30 min.) |
| • 10 – 19 bundles | = 2 time slots (60 min.) |
| • 19+ bundles | = 3 time slots (90 min.) |
| • Mixed load | = 3 time slots (90 min.) |

Attachments:

Delivery documents must be uploaded or sent via email to Wareneingang-Werk3.DE@wanzl.com

What happens in case of delays?

- Delays > 10 minutes require rebooking or at least a phone call (see location phone numbers).
- If unloading cannot be guaranteed due to missing time slot, delivery will be postponed to the next day.

What happens without a time slot booking?

The truck may be processed only after a long wait or on the following day, depending on available time slots and goods receipt capacity. Trucks with booked time slots are prioritized.