



- pallet storage
- contract packing
- POS distribution
- e-fulfilment
- field sales support

## **Goods-in - stock delivery for inventory**

1. Please advise DMC in advance of your delivery contact [sarah.chatterton@dmcdist.co.uk](mailto:sarah.chatterton@dmcdist.co.uk)
2. All products arriving at DMC must have a unique identification number that matches the specific item number you will detail on your fulfilment order requests.
3. In advance of your delivery we require a spreadsheet detailing the product code/description/size/colour/quantity/batch number and sell by date if applicable
4. Outer cartons must be labelled showing product code /description / size / colour / quantity/batch number and sell by date if applicable
5. Goods arriving at DMC require a delivery note that details the product code/description/size/colour/quantity/batch number and sell by date if applicable.
6. **The delivery note information is used for allocating the item to your inventory.**

### **Quantity count/quality check**

If required DMC can carry out a quantity count or sample quality check on goods received. There would be an additional charge for this based on a labour rate of £18.00 per hour

### **Container deliveries**

With container deliveries we do require a manifest/delivery note. We usually find that containers from the Far East do not arrive with suitable delivery information. Time spent checking /counting verifying product for inventory/put-away will be charged at an hourly rate of £18.00

### **General information**

Our warehouse is open from 8.00am till 5.00pm Monday to Friday

Our last delivery slot is 4.00pm

Pallets must not exceed 1.3 Metres high

Pallet size 1000mm x 12000mm

### **Contacts for Goods-in**

Customer Services Manager - [sarah.chatterton@dmcdist.co.uk](mailto:sarah.chatterton@dmcdist.co.uk)

Warehouse Manager - [howard.cooper@dmcdist.co.uk](mailto:howard.cooper@dmcdist.co.uk)

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