

1. Secure Packaging of the Machine

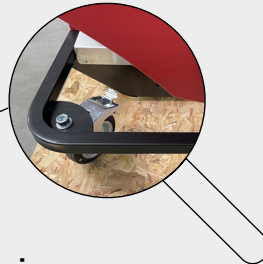
1.1 Position the machine

Place the ErgoPack unit securely on the pallet



1.2 Secure the machine

Lock all brakes (recommended position: approx. 45° angle)



1.3 Secure accessories

Fix accessories (e.g. keys, charger) in the storage compartment
→ **Alternatively: use a separate box**



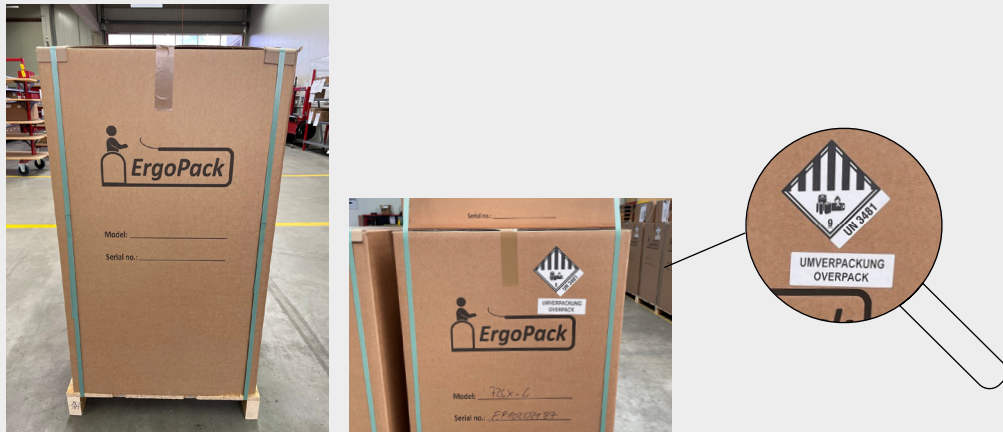
1.4 Secure the machine to the pallet

Firmly fasten the unit to the pallet (e.g. using straps)
→ **Stretch wrap alone is not sufficient**



1.5 Apply and secure outer packaging

Use cardboard or an equivalent protective outer packaging
Secure the cardboard to the pallet
→ **Stretch wrap alone is not sufficient**
Ensure all documents are clearly visible on the outside



2. Documentation (mandatory requirements)

2.1 Service note

Fill out the whole form
Attach to the pallet or send in advance via email to service@ergopack.de
→ **Incomplete submission will not be processed**

2.2 Dangerous goods (for lithium)

Apply or remove dangerous goods labels on the packaging

Note:

To avoid dangerous goods surcharges, it is not mandatory to send in the LI battery pack. For maintenance or repair of your ErgoPack system, the battery pack does not need to be included, as it is only subject to a visual check, which can be carried out by the customer.

2.3 Delivery note

Customer delivery note must be included

