



ScottsRL Terms & Conditions of Storage – Rate Table

The following conditions form part of and are to be read in conjunction with the Rate Table.

1. General

- a. All rates are shown exclusive of GST

2. Handling activities - Inbound

- a. The Admin Basic Purchase Order charge applies only where orders are not transmitted to ScottsRL via EDI
- b. The Handling Inbound Pallet charge covers receiving product in bulk, check counting against delivery docket, raising in-house goods inwards docket, applying inwards pallet label to each pallet, updating status of product in computerised warehouse management system and rotating stock
- c. Maximum dimensions of pallets for receipt and storage rates quoted are 1.2m high with weight of 1,050 kg including the wooden pallet
- d. Rates for Container Hand Unload apply up to allowable quantities per container, with charges for quantities in excess of these. Allowable quantities are:
 - i. 2,000 cartons per 20 ft container or 3,000 cartons per 40 ft container
 - ii. Three Stock Keeping Units (SKU) or Batches per 20 ft container or six SKU or Batches per 40 ft container
- e. The Palletising Fee applies to palletising of product from containers to pallets for storage
- f. A Container Cancellation fee applies if notice to cancel an inbound container booking is not given 24 hours prior to the booked time
- g. A Container Waiting Time fee applies where an inbound container is not available for unload within 15 minutes of booked time
- h. Where damage to product or packaging is observed during the inbound process an Inbound Damages Fee applies. ScottsRL will record, photograph and notify the Customer of the damage, strip damaged product or cartons from the inbound pallet, restack and shrink wrap undamaged stock on the inbound pallet and segregate damaged items
- i. Cartons returned to storage, eg if no longer required once despatched, are charged at the Carton Return Rate. Where full pallets are returned to storage the Handling Inbound Pallet fee applies
- j. Palletising and Disposal fees apply to palletise and dispose of any pallets unloaded from an imported container. These charges may be waived if alternative uses or free disposal of the imported pallets is possible. Disposal of other waste material will be charged on a per cubic metre basis.

3. Storage

- a. Storage and Storage Receipt pallet rates are based on a standard wooden pallet measuring 1.2m x 1.2m stacked to a maximum of 1.2m high with a maximum weight of 1,050 kg including pallet weight and containing one stock keeping unit (SKU). Re-palletising, shrink wrapping and additional storage charges will apply where dimensions fall outside these parameters. Partly loaded pallets are charged at the full pallet rate
- b. Storage charges are calculated based on quantities on hand as of the end of each Sunday
- c. Storage Receipt rates apply per week of part thereof and are calculated based on arrival of new stock each week from Monday to Sunday
- d. A minimum invoice amount, identified as Minimum Invoice Charge, is applicable to the weekly invoice issued
- e. A minimum storage amount, identified as Minimum Storage Renewal, applies to each weekly calculation of Storage fees
- f. An Energy Surcharge applies to all locations other than Perth. This was introduced in response to increased electricity costs and is subject to regular review
- g. Pallet Hire fees arise as ScottsRL incurs costs in hiring pallets for storage of product. This fee will not therefore apply if standard wooden pallets received for storage are not transferred to a ScottsRL pallet account held at either of the two main pooled equipment hire companies
- h. Pallets received by Scotts RL for storage that are transferred to a ScottsRL pallet account will be subject to 30 days delay, or as otherwise agreed in the Pallet Process Agreement

4. Handling activities – Outbound

- a. The Admin Basic Order charge applies to cover receipt of order by EDI or by email, data entry, allocation of order, and printing of delivery labels, dockets, consignments, invoices and pallet transfer dockets
- b. Carton or Pallet Picking fees apply as applicable. Orders for less than one pallet will be charged on a per carton basis at the Carton Picking rate. Where carton picking is required, a shrink wrapping fee will also apply. Stored pallets containing more than one product line must be released as a full pallet
- c. External Carrier Loading fees apply where a third party carrier or Customer own transport is used to collect freight released from storage
- d. Orders for release of freight must be received by 14:00 hours on the working day prior to required day of despatch. A Priority Picking Fee may apply, in addition to quoted outbound handling and processing fees, where orders received after this cutoff can be fulfilled
- e. A Replenishment fee applies where pallets require replenishing once carton picking is complete
- f. Export orders requiring certification and/or declaration paperwork will be charged an Export Paperwork fee. Export port marking will be charged at the Labelling rate per label

5. Inventory activities

- a. The fee for AQIS inspections covers removal of stock from inbound receipts, placement of stock in an AQIS inspection area, awaiting completion of inspection then return of stock to the receival process
- b. Stocktake charges cover pickface and reserve storage locations. Where weekend stocktakes are requested the weekend labour rates apply. Stocktake charges do not include any additional materials handling equipment that may be required. Rates for such equipment, eg scissor lifts, will be quoted at the time of hire
- c. Cycle count requests are charged at the hourly rate for all pick face counts outside the current RF Countback process
- d. Tallying fees apply if carton or pallets are required to be weighed on receival

6. Miscellaneous

- a. Hourly labour rates apply where ad hoc or additional activities are requested for completion on weekdays. Day shift rates apply during normal operating hours from 06:00 hours to 23:00 hours. Night shift rates apply outside these times.
- b. A Weekend Opening fee covering two employees for four hours each applies as a minimum charge to any ad hoc or additional activities requested for completion during weekends. A Weekend fee per hour applies in respect of hours worked in excess of four
- c. A per hour Report Writing fee applies to develop and provide any reports required that are outside the standard suite of reports already available. Distribution email addresses are required – employee email addresses are not accepted

7. Rate reviews

- a. Rates are adjusted annually, generally with effect from the first Monday in October
- b. Storage and activity rates are quoted based on stock quantity and profile provided by the Customer for evaluation and preparation of the Rate Table. ScottsRL reserves the right to requote rates, to move product to overflow storage facilities and to recover associated transport and storage costs where actual quantities and profile differ from those provided