

# ROUTING GUIDE

For International Shipments from Europe  
To Charleston, SC 29418 and 29420

Rev 1 – March 8, 2002

This document is controlled by:

Robert Bosch Corporation  
AN-ChW/CLP6  
8101 Dorchester Road  
Charleston, SC 29418

(843) 760 7043

[barry.emerson@us.bosch.com](mailto:barry.emerson@us.bosch.com)

This routing order replaces all previous routing guides/orders

**1a. Transportation Coordination**

Robert Bosch Corp.  
AN-ChW/CLP6.4 Transportation  
8101 Dorchester Road  
Charleston, SC 29418  
USA  
Phone: ++1 (843) 760-7906/7909  
Fax: ++1 (843) 760-7917  
Email: [Hans.Hagmann@us.bosch.com](mailto:Hans.Hagmann@us.bosch.com)

**1b.**

Robert Bosch Corp.  
RBNA/ITR 1 Customs  
8101 Dorchester Road  
Charleston, SC 29418  
USA  
Phone: ++1 (843) 760-7907/7908  
Fax: ++1 (843) 760-7917  
Email: [Chris.Johnson@us.bosch.com](mailto:Chris.Johnson@us.bosch.com)

**2. “Ship to” Locations**

Robert Bosch Corp.  
8101 Dorchester Road  
Charleston, SC 29418  
USA

Robert Bosch Corp.  
Standard Warehouse  
4597 Appian Way  
N. Charleston, SC 29420  
USA

**3. Mailing Address for Commercial Invoices**

Robert Bosch Corp.  
AN-ChW/PCT1 Accounts Payable Department  
8101 Dorchester Road  
Charleston, SC 29418  
USA

**4. Mailing Address for Transportation Invoices**

Send all invoices to the address in point 1a.

**5. Terms**

Our normal terms are “**EXW (Named place)**”.  
We pay all transportation cost from the shipping point.

Exceptions are:

- Not using our designated carriers/forwarder/broker.
  - Past due deliveries are to be delivered under Incoterms “**DAF USA**”.
- Shipper has to pay for all freight cost to the USA
- Special terms as specified on the Purchase Order / Contract or by the Transportation Department.

We request our suppliers to follow our routing instructions. Non-compliance may result in a charge back of excessive freight cost.

**6. Documents**

Two (2) copies of the commercial invoices or packing list must be attached to the freight.

One (1) original invoice and one (1) copy must be mailed to the address in point 3.

Three (3) copies of the commercial invoices must be mailed to the forwarder.

**7. International Invoices Requirements**

- a) The part description must be in English and exactly named like in the purchase order.
- b) The Bosch purchase order/contract number and the Bosch part number must be clearly visible.
- c) The gross and net weight must be stated on the invoices.
- d) The country of origin must be on the invoice.
- e) The “Ship To” address must be clearly visible.
- f) A harmonized number (duty code) is required for each position on the invoice.
- g) Every position on the invoice must include a separate price with a specifying currency.
- h) Kilowatt rating for electric motors must be stated.
- i) Return shipments of repairs must state the value of the part and the cost of repair, including repair material

**8. Marking**

“Made in \_\_\_\_\_” must be clearly marked on the inside and outside packing.

**9. Transportation Coordination Europe**

**a) Sea Freight**

Panalpina GmbH  
Bosch-Seefracht  
Schwieberdingerstrasse 200  
D-70435 Stuttgart  
Germany  
Bosch Coordinator:  
Phone: (0711) 9804 254  
Fax: (0711) 9804 304  
Bosch Order Management (0711) 7975 155

**b) Airfreight**

Panalpina GmbH  
Bosch-Luftfracht  
Eichwiesenring 2  
D-70567 Stuttgart-Fasanenhof  
Germany  
Bosch Coordinator  
Phone: (0711) 7975 109 or (0711) 7975 129  
Fax: (0711) 7975 140  
Bosch Order Management (0711) 7975 155

**10. Questions, Comments and Carrier Performance Problems**

Send all information or inquiries to the Robert Bosch Transportation Department  
(For address see point 1a).