

By completing this form for Saint-Gobain PAM you are providing us with the information we need to ensure a safe and troublefree delivery. Without it we may be unable to despatch your order. Please note that, should a delivery fail due to missing or incorrect information, our redelivery service charges start at £100.

Please complete in full for all direct to site deliveries and return by email to [customerorders.uk.pam@saint-gobain.com](mailto:customerorders.uk.pam@saint-gobain.com)

Date		Name	
Company		Order reference	

## Delivery address and contact information

We need a full delivery address and contact details for someone at the delivery point. If the delivery point is not easily located by the postcode using a sat nav it would really help us if you can provide additional information to help our driver to find it. The more detail the better! Please provide a map to the delivery point if one is available.

Name of company receiving the delivery		Is the company name visible from the road?	
Name of site contact		Phone number	
Alternative site contact (if available)		Alternative phone number (if available)	
Please use this space to provide any information useful to our driver locating the delivery point.			

## Vehicle type

Deliveries are on an articulated flat-bed trailer as standard. Provision of more specialist vehicles need prior arrangement (5 working days), are subject to availability and additional charges will be applicable.

Site accessible to 40ft articulated truck and trailer?	
If no, please provide details of vehicle requirements	

## Product handling and offloading

All products will need to be mechanically offloaded at the delivery point. All offload must be completed without anyone climbing onto the vehicle as such side rails will not be fitted to any vehicle. The delivery point will require equipment to offload pallets and pipes that can be bundled, slung or single, depending on the products purchased. Pre-slinging and bundled pipes will be subject to a lead time, availability and additional charges. Please indicate below if you require mechanical offload to be provided with your delivery but **please note that this will incur an extra charge** (see our [Delivery Service Offer](#) for further details).

Do you require mechanical offload? We have hi-ab/moffatt available.	
If yes, for a hi-ab can GM-wide outrigger legs for stability be accommodated?	

## Site access

Please note deliveries cannot be made to unmanned sites.

Please detail and attach any booking in requirements and provide a copy of a booking-in form. We provide 24 hour notice of delivery as standard.	
Are there any access restrictions (vehicle height or weight, bus lanes, parking, etc) ?	
Please advise of any hazards i.e low bridges, narrow lanes, overhead cables etc. on the route to the site. If there is a recommended route into site please indicate here & provide a map if available.	
Are there any time restrictions on site?	
Are there any special COVID instructions?	

## Driver requirements

Does the driver require photo ID or certification?	
Does the driver need a site induction or guiding in?	
Does the driver need to phone ahead of arrival?	
Are there additional PPE requirements other than the standard (hard hat, Hi-vis clothing and safety footwear)?	
Is there anything else that may impact the delivery?	

Thanks for your time & help, your deliveries are really important to us. We welcome any feedback you may have.