



GENERAL TERMS OF SCHAAFSMA PAPER GROUP B.V.

1. Definitions

- 1.1. In these General Terms the following capitalised terms have the specified definitions, whereby the singular also comprises the plural and vice versa:
- **Buyer:** a party to whom Schaafsma Paper Group provides a Offer or with whom Schaafsma Paper Group enters into an Agreement.
 - **General Terms:** these general sales and delivery terms.
 - **Tax:** taxes and levies imposed by the authorities in the broadest sense, including—but not restricted to—value added tax and import duties.
 - **Appendix:** appendix with technical specifications as provided by Schaafsma Paper Group.
 - **Civil Code:** the Dutch Civil Code
 - **Offer:** a offer made verbally or In Writing from Schaafsma Paper Group provided to a Buyer with regard to the terms and conditions under which Schaafsma Paper Group is prepared to enter into an Agreement.
 - **Order Confirmation:** Written confirmation from Schaafsma Paper Group to the Buyer of the terms and conditions under which Schaafsma Paper Group and the Buyer have entered into the Agreement.
 - **Agreement:** the terms and conditions for the sale/purchase and delivery of Goods as shown by and concluded at the moment of dispatch of the Order Confirmation.
 - **Price-increasing Costs:** any increase in the (cost) price of the Goods, including—but not restricted to—increases in purchase prices, wages, transport costs, Taxes and/or other levies.
 - **Schaafsma Paper Group:** Schaafsma Paper Group B.V., with registered offices in Zaandam and entered in the Chamber of Commerce register of companies under number 35020514.
 - **In Writing:** in writing or by e-mail.
 - **Loss:** loss which must be reimbursed under Civil Code section 6:95.
 - **Goods:** all goods and/or services in production and produced by Schaafsma Paper Group under the Agreement.

2. Applicability

- 2.1. These General Terms apply to all Offers, Order Confirmations, and Agreements.
- 2.2. Unless expressly agreed otherwise In Writing, these General Terms apply exclusively and the applicability of any other general terms is expressly rejected. Deviations from and/or additions to the General Terms will only apply if this is shown by the Order Confirmation.

3. Offers and conclusion of the Agreement

- 3.1. Offers are not binding and can be revoked and/or retracted by Schaafsma Paper Group up until the moment when the Agreement is concluded, without Schaafsma Paper Group being obliged with respect to the Buyer to continue negotiation and/or reimburse Loss.
- 3.2. An Agreement is concluded as soon as Schaafsma Paper Group has sent an Order Confirmation to the Buyer.
- 3.3. Statements and specifications concerning matters including size and weight are only provided as an approximation (see Appendix)
- 3.4. If the Buyer believes that the Order Confirmation does not accurately reflect the Agreement, the Buyer must notify Schaafsma Paper Group of this In Writing within 48 hours after dispatch of the Order Confirmation, in the absence of which the Order Confirmation is deemed to show the correct content of the Agreement.

4. Prices and surety

- 4.1. All prices are excluding Taxes. If Schaafsma Paper Group has had to incur costs in connection with the delivery of Goods, these will be charged separately unless the Agreement shows that these costs are included in the price. All prices are per 1,000 sheets, per 100 kilograms or per other designated unit.
- 4.2. Schaafsma Paper Group may charge Price-increasing Costs that have arisen after the Agreement is concluded on to the Buyer, unless Schaafsma Paper Group believes that the Price-increasing Costs are not proportionate to the initial Agreed price of the Goods. In the latter case Schaafsma Paper Group will enter into discussions with the Buyer about whether or not to (further) execute the Agreement and the associated costs.
- 4.3. If the prices in the Agreement are in any way linked to a price index and the prices need to be adjusted downwards as a result of the price index, Schaafsma Paper Group has the right to terminate the Agreement.
- 4.4. If the Buyer's financial position gives grounds for doing so, Schaafsma Paper Group may demand that the Buyer pays in advance and/or provides (additional) surety for its obligations arising from the Agreement, in the absence of which Schaafsma Paper Group is entitled to suspend the delivery of the Goods or terminate the Agreement, without prejudice to Schaafsma Paper Group's entitlement to compensation of Loss.

5. Payment

- 5.1. Invoices will be paid within 30 days after the date of invoicing, unless the invoice shows a different due date. Payment periods are of the essence in the sense of Civil Code section 6:83 paragraph a. If payment is not made on time the Buyer is in default and is liable for statutory trade interest on the outstanding amount.
- 5.2. If Schaafsma Paper Group has to incur costs as a result of the Buyer's default in order to preserve its rights, these costs will be borne entirely by the Buyer. Such costs will be equal to at least 15% of the outstanding amount with a minimum of EUR 1,200 excluding VAT.
- 5.3. A payment will first be set off against the costs that Schaafsma Paper Group has had to incur in connection with late payment, then

against the charged interest, and then against the outstanding amount and the current interest.

- 5.4 In the event of late payment Schaafsma Paper Group is entitled to dissolve the Agreement In Writing without further notice of default or judicial intervention, without prejudice to its right to compliance and compensation.
- 5.5 The Buyer is not entitled to suspend and/or offset amounts payable.

6. Delivery

- 6.1. The agreed delivery dates are always indicative.
- 6.2. In the event of force majeure and if an act or omission—either culpable or otherwise—by the Buyer or a third party causes a delay the delivery time is extended by at least the length of the delay.
- 6.3. Delivery is ex-works (EXW, Incoterms 2010) unless expressly agreed otherwise In Writing.
- 6.4. The delivered Goods are at the Buyer's expense and risk from the moment of delivery, even if title has not been transferred. The Goods are also at the Buyer's expense and risk if Schaafsma Paper Group has offered them for delivery but the Buyer does not accept delivery for any reason. The costs and Loss resulting from this will be entirely at the Buyer's expense and risk.
- 6.5. If the Buyer does not accept delivery of the Goods by Schaafsma Paper Group, Schaafsma Paper Group is entitled to transport, keep, store etc. the Goods at the Buyer's expense and risk, without prejudice to Schaafsma Paper Group's right to hold the Buyer to the Agreement in full.
- 6.6. Schaafsma Paper Group is entitled to make changes to the specifications of the Goods at its discretion insofar as this does not detract from the agreed performance and quality of the Goods.

7. Retention of title

- 7.1. Schaafsma Paper Group retains title to all Goods until the Buyer has paid everything that it owes under the Agreement, including—but not restricted to—charged interest, fines, costs, and Taxes, in full, all as described in Civil Code section 3:92.
- 7.2. Goods delivered with retention of title must remain identifiable as the property of Schaafsma Paper Group. The Goods must be stored separately from other goods or be otherwise identifiable.
- 7.3. The Buyer is not permitted to pledge delivered Goods or to grant a third party any other right thereon as long as title has not transferred to the Buyer.
- 7.4. In the event of (an application for) a payment moratorium or bankruptcy/liquidation on the part of the Buyer, or if the Buyer is declared or adjudicated bankrupt and/or in the event of non-compliance with the Agreement by the Buyer (e.g. invoice not paid in full), Schaafsma Paper Group is entitled to dissolve the Agreement in full or in part without notice of default or judicial intervention and recover the delivered Goods. In the event of such recovery the Buyer must fully cooperate and grant Schaafsma Paper Group access to the place(s) where the delivered Goods are stored.

8. Defects

- 8.1. The Buyer is obliged to inspect the delivered Goods and the packaging carefully on delivery for soundness, integrity, completeness, and any other shortcomings or damage. The Buyer must notify discovered shortcomings and/or damage In Writing to Schaafsma Paper Group within three (3) days of delivery on penalty of loss of rights, in the absence of which the Buyer is deemed to have accepted the delivered Goods unconditionally.
- 8.2. Insofar as they can be attributed to Schaafsma Paper Group, the defects and/or shortcomings discovered by the Buyer that could not reasonably have been detected during the inspection will be rectified and/or replaced at Schaafsma Paper Group's discretion and expense, provided that these defects and the reason why it was not reasonably possible have been notified In Writing within a period of three (3) months after delivery. Shipping or other (installation) costs that are necessary as a result of or in connection with rectification or replacement will be borne by the Buyer. Rights arising from these provisions are not transferable.
- 8.3. Deviations from the standards within the permitted ranges specified in the Appendix will never result in a defect and/or shortcoming as described in this article.

9. Intellectual property

- 9.1. All intellectual and industrial property rights and other rights relating to offers, calculations, models, artistic and technical designs, descriptions and (technical and other) drawings, sketches, diagrams etc. produced by or through Schaafsma Paper Group are held entirely by Schaafsma Paper Group.
- 9.2. All offers, images, drawings, calculations, diagrams, designs, and other documents produced or published by or through Schaafsma Paper Group remain the inalienable property of Schaafsma Paper Group and may not be revealed or made available to third parties in any form without prior permission In Writing from Schaafsma Paper Group.
- 9.3. If a third party accuses the Buyer of breaching this third party's intellectual and/or industrial property rights with regard to Goods supplied by Schaafsma Paper Group, Schaafsma Paper Group will strive to resolve the breach of the third party's right, for example by modifying the Goods and/or acquiring a licence. This only applies for Goods that are manufactured and/or sold by Schaafsma Paper Group and have not been developed on the Buyer's specific instructions. If the Buyer wishes to invoke this obligation of Schaafsma Paper Group to perform to the best of its ability, the Buyer must notify Schaafsma Paper Group without delay and In Writing on penalty of loss of rights. The Buyer will allow Schaafsma Paper Group a free hand in conducting a possible defence or reaching an amicable settlement. Schaafsma Paper Group reserves the right to modify Goods in order to prevent a potential breach of third parties' (intellectual and/or industrial) property rights.
- 9.4. If third parties' intellectual and/or industrial property rights are breached in connection with the manufacture, delivery or use of Goods, the Buyer fully indemnifies Schaafsma Paper Group against all claims and demands and third parties' resultant loss and costs in this regard. This indemnification also applies to Goods that have been developed in accordance with the Buyer's instructions or specifications and the changes made to existing Goods on the Buyer's instructions.

10. Termination



- 10.1. Schaafsma Paper Group is entitled to terminate all Agreements with the Buyer with immediate effect and without judicial intervention without being obliged to make any form of compensation and without prejudice to the right to claim compensation from the Buyer if:
- (i) the Buyer fails to comply or comply in time with its obligations under the Agreement;
 - (ii) the Buyer's business ceases trading or is transferred (in full or in part);
 - (iii) attachment before judgement or in execution is made against the Buyer;
 - (iv) a situation arises as described in articles 4.3, 4.4, 5.4 and 6.6 and 7.4 of these General Terms;
 - (v) any other circumstance arises that can give Schaafsma Paper Group reasonable doubts about the Buyer's compliance with the obligations under the Agreement.

11. Liability

- 11.1. Schaafsma Paper Group is only liable for Loss suffered by the Buyer if the Loss concerned is covered by an insurance policy taken out by Schaafsma Paper Group and Schaafsma Paper Group's insurer decides to compensate the Loss in the relevant case; or is limited to an amount not exceeding the invoice value of the goods that (partly) caused the Loss.
- 11.2. Schaafsma Paper Group's liability for indirect Loss, which in any case includes losses suffered, loss of sales and/or profit and/or lost savings, is excluded at all times.

12. Force majeure

- 12.1. Schaafsma Paper Group is not liable for Loss resulting from shortcomings that are the result of circumstances that are not attributable to it, including—but not restricted to—strikes, weather conditions, illness, war or natural disasters, breach of the delivery time by suppliers of Goods, transport problems as a result of a shortage of transport resources or government measures.

13. Joint and several

- 13.1. If the Buyer consists of more than one (1) (juridical) person during the execution of the Agreement, each of these juridical persons are jointly and severally bound by the obligations arising from the Agreement.

14. Provisions that remain in force

- 14.1. The provisions of these General Terms and those provisions of the Agreement that by their nature are intended to do so will remain in force following the termination of the Agreement, regardless of the reason for this termination. If individual provisions are not valid for any reason, the remaining provisions will remain fully in force and the parties will strive to replace the invalid provisions with a valid provision in the spirit of the invalid provision.

15. Confidentiality

- 15.1. The Buyer is obliged to keep the Agreement and all confidential information and knowledge which the Buyer has acquired in connection with the Agreement secret, unless it needs to be made public for the execution of the Agreement or it must to be made public under any legal regulation.

16. Transfer of rights and obligations

- 16.1. Rights or obligations under the Agreement can only be transferred to or acquired by a third party with prior permission In Writing from Schaafsma Paper Group.

17. Choice of law and jurisdiction

- 17.1. All agreements concluded with Schaafsma Paper Group are governed by Dutch Law. The applicability of the Vienna Sales Convention is expressly excluded. Any disputes between Schaafsma Paper Group and the Buyer will be exclusively submitted to the competent court in Amsterdam.

APPENDIX

Paragraph 1 Packing unit

- a. A ream contains 500 sheets unless agreed otherwise.
b. The difference between the theoretical and actual number of sheets per packing or counting unit may not exceed the following tolerances on 95% of the supplied packing or counting units:
+ 3% but at least + 5 sheets for graphic paper and paperboard from 60 g/m²,
+ 5% but at least + 5 sheets for the other graphic papers, for packaging paper and for thin special papers,
+ 8% but at least + 5 sheets for special paperboard types and solid board.

Paragraph 2 Deviation in gram weight (weight per m²)

- a. Spread of the unit value within a shipment.
The difference between the ordered and the delivered gram weight may not exceed the following values for 95% of the delivered unit (in sheets or on rolls):

- a.1 For uncoated gram weight without prescribed maximum or minimum.

up to 32 g/m² + 2.5 g/m²
33 g/m² to 39 g/m² + 8%
40 g/m² to 59 g/m² + 6%
60 g/m² to 179 g/m² + 5%
180 g/m² to 224 g/m² + 6%
225 g/m² and above + 7%

- a.2 For coated printing and writing paper and coated packaging paper.
The tolerances specified above are increased by 1 point for weights up to 32 g/m² and by 2 points above that. Example: +- 2.5 g/m² becomes +- 3.5 g/m², +- 6% becomes +- 8%.

- a.3 Special graphic papers such as drawing paper and the other thin papers, both coated and uncoated, and crêpe paper
If not agreed otherwise, an additional tolerance applies for these papers of 1 point on the tolerances specified at 1.1 for uncoated papers and on the tolerances specified at 1.2 for coated papers.

- a.4 Prescribed maximum or minimum gram weight
If a maximum or minimum gram weight has been prescribed, the tolerances specified in the three paragraphs above are doubled.

- b. Average gram weight tolerance of shipment
The differences in the ordered and the delivered average gram weight may not exceed the following values

- b.1 For uncoated printing and writing paper and uncoated packaging paper

Ordered gram weight without prescribed maximum or minimum

up to 32 g/m² + 2.5 g/m²
33 g/m² to 39 g/m² + 6%
40 g/m² to 59 g/m² + 4%
60 g/m² to 179 g/m² + # 3%*)
180 g/m² to 224 g/m² + 4%
225 g/m² and above + 5%

If 3 tons or less is delivered of a paper type, the tolerances specified above are increased by 1 point. Example: 2.5 g/m² becomes 3.5 g/m²; 6% becomes 7%.

*) The tolerance can be agreed separately for current gram weights between 60 and 179 g/m² for certain paper types, whereby the aforementioned percentage can be reduced to 2.5%.

- b.2 For coated printing and writing paper and coated packaging paper

The aforementioned tolerances are increased by 2 points for these paper types

- b.3 For papers for the corrugated cardboard industry, such as testliners, fluting (Wellenstoff), and grey paper (Schrenz)

Ordered gram weight without prescribed maximum or minimum

80 g/m² to 179 g/m² + 5%
180 g/m² to 224 g/m² + 6%
225 g/m² and above + 7%

- b.4 Special graphic papers such as drawing paper and the other thin papers, both uncoated and coated

If not agreed otherwise, an additional tolerance applies for these papers of 1 point on the tolerances specified at b.1 for uncoated papers and on the tolerances specified at 1.2 for coated papers.

b.5 Paperboard

(I) Solid board and folding boxboard:

180 g/m² to 249 g/m²: + 6%

250 g/m² to 449 g/m²: + 5%

500 g/m² and above + 8%

(II) Special paperboard types + 8%

(III) Other pressed and/or glued paperboard types:

150 g/m² to 249 g/m²: + 8%

250 g/m² and above + 10%

b.6 Crêpe paper: +- 10%

b.7 If there are special specifications for solid board, folding boxboard, and crêpe paper, but the seller and buyer have not agreed any special provisions concerning tolerances, the tolerances as specified at b.5 and b.6 will be increased by 1 point.

If a maximum or minimum gram weight is prescribed, the tolerances specified at b.1 to b.6 are doubled.

c. Thickness tolerance for a shipment

If a particular thickness is required for a specific purpose, the manufacturer and buyer must agree an appropriate thickness tolerance to replace the tolerance for the gram weights.

For solid board, if the board is ordered by thickness, a tolerance of + 5% of the order value in mm applies within a consignment for all solid board qualities.

Paragraph 3 Weight to be invoiced

a. Paper and paperboard (for solid board see article 4.c) on rolls and in sheets

a.1 On rolls

All rolls are invoiced on the basis of gross weight (weighed weight), which comprises paper, cardboard and customary packaging paper, spools, plugs, and hoop iron, excluding any pallets.

a.2 In sheets (uncounted)

Paper and paperboard in sheets, uncounted, delivered in packs or pallets are invoiced on the basis of gross weight (weighed weight), which comprises both the paper and paperboard and the customary packaging material, excluding pallets.

a.3 In sheets (counted)

The packing unit of paper and paperboard in counted sheets is invoiced on the basis of the nominal weight.

This weight is equal to the product of the actual gram weight ordered (g/m²) multiplied by the area of the number of sheets.

b. Overweight and underweight on shipments of graphic paper and paperboard other than graphic solid board

b.1 For both underweight and overweight the actual weight is calculated within the permissible limits specified in article 3.a., subject to the exceptions listed below.

b.2 If the price per ream or per 1,000 sheets has been set at the time of purchase, the arrangements specified in article 4.a.3 will apply.

b.3 In the case of delivery in sheets and calculation in weight units, half the excess weight within the permissible limits specified in article 3.a will be calculated.

c. Solid board on rolls and in sheets

Both rolls of solid board and solid board in sheets are invoiced gross for net. The invoice weight therefore comprises the entire packaging such as paper, shrink film, spools, plugs, hoop iron, pallets, cover boards, cover sheets, etc. (Subject to the provisions of article 5.1.4.).

Paragraph 4 Permitted variations in the weight of shipments

a. Paper and paperboard in sizes

The determination of the difference between ordered and delivered weight must take place before delivery of an order or part of an order with the same delivery time and with the same quality (fabric composition, colour, surface, and other characteristics) and the same size. The permitted variations proportionate to the delivered tonnages are as follows:

Graphic paper and paperboard in sizes, in the customary standard qualities.

Definition: A manufacturer's customary qualities refer to those qualities of which the type, gram weight, and size are specified in its price lists, catalogue, and other commercial printed material.

a.1 Graphic paper and paperboard in sizes in the standard qualities, gram weight and sizes that are customary for each manufacturer
Ordered quantity without prescribed maximum or minimum quantity *)

more than 20 tons + 2.5% with a maximum of 1 ton

10 to 20 tons + 4%

5 to 10 tons + 5%

3 to 5 tons + 7%

less than 3 tons + 8%

*) If variations are only permitted in one direction, the tolerances from this table are doubled.

For the customary qualities that are sold in standard pallets (this refers to prepacked units, described for the manufacturer as containing a theoretically fixed number of sheets and that are specified in its catalogues, price lists etc.), there is no tolerance between the number of ordered and the number of invoiced sheets. The accuracy of the count, i.e. any difference between the number of invoiced and the number of delivered sheets, is dealt with in article 2.b.

a.2 Graphic paper and paperboard in sizes in the standard qualities and gram weights that are customary for each manufacturer, but in non-standard sizes
Ordered quantity without prescribed maximum or minimum quantity *)

more than 100 tons to be agreed in advance

50 to 100 tons + 4%

20 to 50 tons + 6%

10 to 20 tons + 8%

5 to 10 tons + 10%

3 to 5 tons + 15%

less than 3 tons + 20%

*) If variations are only permitted in one direction, the tolerances from this table are doubled.

If the ordered paper type and the technical requirements permit, the smaller tolerances can be agreed separately.

a.3 Graphic papers specially (non-standard) manufactured (i.e. papers with different properties than described at a.1 and a.2).

With these papers the tolerances agreed between the buyer and seller may not be less than those specified at a.1 and a.2.

a.4 Paperboard (other than paperboard solely for graphic purposes and solid board)
Ordered quantity without prescribed maximum or minimum quantity *)

more than 100 tons to be agreed in advance

50 to 100 tons + 5%

20 to 50 tons + 10%

10 to 20 tons + 12%

5 to 10 tons + 15%

less than 5 tons as agreed, but larger tolerances than for quantities

over 5 tons

*) If variations are only permitted in one direction, the tolerances from this table are doubled.

a.5 Packaging papers and other papers

Ordered quantity without prescribed maximum or minimum quantity *)

more than 100 tons to be agreed in advance

50 to 100 tons + 4%

20 to 50 tons + 6%

10 to 20 tons + 8%

5 to 10 tons + 10%

3 to 5 tons + 15%

1 to 3 tons + 20%

*) If variations are only permitted in one direction, the tolerances from this table are doubled.

If the ordered paper type and the technical requirements permit, smaller tolerances can be agreed separately.

a.6 Solid board in sizes

The determination of the difference between ordered and delivered weight, weighed at the time of manufacture or packing, must take place before delivery of an order or part of an order with the same delivery time and of virtually the same quality and the same size. The permitted variations proportionate to the delivered tonnages are as follows:

Ordered quantity without prescribed maximum or minimum quantity *)

more than 100 tons to be agreed in advance

50 to 100 tons + 5%

20 to 50 tons + 10%

10 to 20 tons + 12%

5 to 10 tons + 15%

3 to 5 tons + 20%

*) If variations are only permitted in one direction, the tolerances from this table are doubled.

b. Paper and paperboard on rolls

Quantitative tolerances cannot be uniformly defined due to a multiplicity of roll sizes. Consequently the seller and buyer will have to agree specific tolerances. However, if they cannot reach agreement, the tolerances specified at a.1 for graphic paper and paperboard, at a.4 for other paperboard, at a.5 for packaging papers and other papers, and at a.6 for solid board will be applied.

Paragraph 5 Variations in dimensions

a. Sheets

a.1 Paper and paperboard (other than listed at a.2 and a.3)

The permissible deviation from the ordered size and the squareness, or the ordered width, is as follows for:

1. Untrimmed paper and paperboard:

- a. for the supplied consignment, 1% upward and 1/2% downward with a minimum of 5 mm in the vertical or horizontal direction
- b. between reams and between sheets in one ream, 1/2% upward and downward with a minimum of 3 mm in the vertical direction
- c. half the percentages specified at b apply for deviation in the horizontal direction with a minimum of 3 mm.
- d. the deviation in the squareness from 90° may not be more than 0.3% of the length of one of the sides measured perpendicularly.

2. Trimmed paper and paperboard with one square corner:

- a. For the supplied consignment, 1/2% with a minimum of 2 mm downward and 3 mm upward
- b. for reams and between sheets in one ream, 1/2% with a minimum of 2 mm downward and 3 mm upward
- c. the deviation in the squareness from 90° for the single square corner may not be more than 0.15% with a minimum of 1 mm of the length of one of the sides measured perpendicularly.

3. Fully trimmed paper and paperboard:

- a. 2 mm upward in both directions
- b. for reams and between sheets in one ream, a maximum of 2 mm in both directions
- d. the deviation in squareness from 90° may not be more than 0.15% with a minimum of 1 mm of the length of one of the sides measured perpendicularly.

4. The same deviations as specified at 6.1.d apply for diagonal trimming.

a.2 Paperboard for special purposes

1. Tolerances for dimensions

- The following maximum deviations are permitted for both dimensions of the size:
- trimmed all round: + 0.4% or +0.8%*)
 - but at least + 3 mm or +6 mm*)
 - with one square corner: + 0.5%, but at least 5 mm.

2. Tolerances for squareness

The tolerance for the square corner can be 2%, but at least 12 mm, calculated on the actual length of the sides.

Note: The tolerances specified at 2.1. and 2.2. only apply for sizes where the short side is at least 40 cm long.

*) This if no downward tolerance is accepted and this is specified in the order

a.3 Solid board

1. Tolerances for dimensions

The tolerances for both dimensions of the size are as follows:

- from machine: up to 750 mm; max. + 3 mm, above 750 mm max. +0.4%
- if a maximum size is specified, this is -6 mm or -0.8% respectively
- if a minimum size is specified, this is +6 mm or +0.8% respectively
- fully trimmed: max. + 3 mm.

2. Tolerances for squareness

The tolerance for the squareness of a sheet of paper board is max. 0.4%, calculated on the actual length of the sides.

b. Rolls

b.1 Width

For rolls with an order width of less than 1.60 m the tolerance for the width is + 0.5%, but no more than + 3mm and at least + 2 mm.

For solid board on rolls with an order width of less than 1.60 m the tolerance for

the width is no more than + 3 mm.

If the buyer prescribes a maximum or minimum width of the roll, the aforementioned tolerances are doubled. For rolls wider than 1.60 m the tolerances are stipulated in a separate agreement.

b.2 Diameter

If the diameter of the rolls is stipulated in the order and accepted by the buyer, the permitted variation is as follows:

for paper

- without stipulation of a maximum or minimum diameter: -4 cm and +2 cm
- with stipulation of a minimum diameter: +4 cm
- with stipulation of a maximum diameter: -8 cm
- Special agreements can be made for Konsum types.

for paperboard

- without stipulation of a maximum or minimum diameter + 6 cm
- with stipulation of a minimum diameter: +12 cm
- with stipulation of a maximum diameter: -12 cm

Residual rolls must be accepted by the buyer.

Paragraph 6 Wood-free papers

Wood-free graphic paper may contain a maximum of 10% wood pulp.

Paragraph 7 Consignments of envelopes

a. Stock envelope types

The following deviations from the description in the price list do not give any grounds for rejection:

Dimensions:

height + 2mm

width + 2 mm

squareness none

Closure: length of flap + 2 mm

height of insert + 2 mm

Glue: soluble 23 + 3 g/m² dry

self-adhesive 18 + 2 g/m² dry

Window : - size: width + 1 mm
height + 1 mm
position: + 2 mm

Interior print : minor deviation in colour

Packaging: a box contains 500 envelopes unless agreed/specified otherwise.

Paper x): basic weight + 4%

thickness, bulk + 10%

burst index 125 kPa

Dyn. stiffness (kodak Pathe') 0.25 mN.m

Porosity (Bendtsen) 800 mt/min.

Surface Smoothness (Bendtsen) 600 mt/min.

x) excluding paper types with a basic weight of less than 70g/m².

b. Custom envelopes

The following deviations from the agreed specifications do not give any grounds for rejection:

Packaging and execution:

Dimensions: height + 2 mm

width + 2 mm

Squareness :none

Closure: length of flap + 2 mm

height of insert + 2 mm

Glue: soluble 23 + 3 g/m² dry

self-adhesive 18 + 2 g/m² dry

Window : - size: height + 1 mm

width + 1 mm

- position: + 2 mm

Interior print : minor deviation in colour

Packaging: see under a.

Paper*) : basic weight + 4%

thickness, bulk + 10%

burst index 125 kPa

Dyn. stiffness (kodak Pathe') 0.25 mN.m

Porosity (Bendtsen) 800 mt/min.
Surface smoothness (Bendtsen) 600 mt/min.

*) excluding paper types with a basic weight of less than 70 g/m².

Exterior print

Exterior print : - printing process: none

- position: + 2 mm
- colour : minor deviation
- closure: + 0.5 mm paragraph 3

c. Rejection limit for envelopes

b.1 The deviations listed above are not grounds for rejection. In assessing whether a consignment deviates from the stipulated limits, an average sample must be taken from the shipment equal to approximately the square root of the number of units, and rejection can therefore not take place on the basis of a few packs, nor on the basis of a few examples.

b.2 The window edge with respect to the side of the envelope must be at least 8 mm measured left or right whilst maintaining the aforementioned tolerance, unless other dimensions must reasonably be applied for particular machines, either on the instructions of the machine supplier or on the basis of generally recognised practical experience.

b.3 Account must be taken of greater variation in the size for deviating sizes and smaller volumes, particularly if these need to be made 'by hand'.

d. Deviation in ordered quantity of envelopes

For orders for envelopes that are not stock types or for which extra paper must be purchased, the supplier is permitted to deviate by a maximum of 15% above or below the purchased quantity.

e. Quality differences in envelopes

Small deviations in the colour of the paper and typeface and/or colour when printing do not give grounds for complaint.

f. Deviation in ordered volume of envelopes

The following deviations are permitted with regard to the ordered volume for each size:

- 20% for consignments of less than 1,000 units
- 15% for consignments of 1,000 to 5,000 units
- 10% for consignments of more than 5,000 units

Paragraph 8 Consignments of boxes

Dimensions of boxes:

a. Boxes are measured internally and the sizes are specified in the following order:
length - width - height.

b. For sectioning the number of sections is specified in the following order: number of layers, number lengthways, and then number widthways in the box.

c. For sheets the first specified dimension is parallel to the direction of the fluting; the direction of the fluting refers to the direction of one fluting peak or fluting valley.

d. A deviation on dimensions is permitted in each direction with a maximum of + or - 5 mm, all unless agreed otherwise in writing.

e. Regardless of the provisions at

f. the internal parts must be smaller than the interior size of the box.

Paragraph 9 Supplies of plastic packaging

a. Minor deviations in colour, size, weight, and printing can never constitute grounds for complaint.

b. The difference between the agreed material thickness and the actual thickness of the supplied material may be 10% but at least 0.01 mm without giving grounds for complaint.

The differences between the agreed length or width of the goods and the actual length or width of the supplied goods can never give grounds for complaint, unless the difference exceeds 5%.

Deviations from the agreed thickness, length or width of the supplied goods must be

assessed on the basis of an average example of the supplied goods and not on the basis of a few exceptional examples.

- c. We expressly do not accept any liability for any consequential loss. We would therefore note —perhaps unnecessarily—that we will never accept liability for the effect that our product may have on the quality of the packaged product.
- d. Discolouration, penetration of moisture, penetration of grease or the development of odours in the goods supplied by us that are the consequence of the product that is packaged in our goods do not give grounds for any complaint.
- e. Ordered quantities will be supplied where possible. We reserve the right to deliver 10% more or less than the order quantities.

Paragraph 10 Investigation methods

The most recent NED or ISO standards apply for the investigation methods to be used. If there are no standards available, the investigation method to be used must be agreed in advance.

The NED and ISO standards are currently as follows:

- a. Sampling: NED 1763 method A or ISO 186
- b. Conditioning of the samples: NED 1108 or ISO 187. The conditioning for the test to be applied on a case-by-case basis, in accordance with the standard, must be agreed in advance.
- c. Calculation of the size of the selection and number of samples
 - 1 The method for determining the size of the selection must be agreed in advance.
 - 2 In terms of their number, the samples taken must at least comply with the standard ISO R 186 or NED 1783 method A.
- d. Determination of weight per m²: NED 1109 or ISO 536
- e. Measurement of thickness: NED 1110 or ISO R 438
- f. Dimensions and squareness

The following measurement methods can be adopted:

1. Measuring equipment

Measuring table: a sturdy table covered with metal, plastic or glass. Firmly screwed to this, in both horizontal and vertical direction, a steel ruler (of sufficient length) with 0.5 mm calibrations. The rulers must be truly perpendicular (to be checked with a certified set square) and the zero points must coincide precisely. Supplementary ruler with 0.5 mm calibrations.

2. Measuring method

Checking the dimensions: Place the side to be checked on the horizontal ruler and carefully slide against the vertical ruler and read off.

Due to the possibility of not being square, all four sides must be measured.

Checking the squareness: Place the long side of the sheet against the horizontal ruler. Carefully slide against the vertical ruler. There are now 3 possibilities:

- The squareness is 100% correct (angle is 90°).
- The angle is less than 90°. Deviation can be read using a supplementary ruler.
- The angle is greater than 90°. Deviation can be read on the horizontal ruler.

Turn the sheet clockwise in order to check the other three corners.

Results

Deviation in size:

Always specify the most deviating value of the long and short sides.

Deviation in the squareness:

Specify all four deviations. The most deviating value is used for the assessment.

Paragraph 11 Other

a. Normal distribution of the measured values

All the tolerances specified in these General Terms are deemed to have been met if 95% of the measured values in the consignment remain within the prescribed tolerances. On the other hand, there may be no deviation greater than 1.5 times the tolerance value for 4.5% of the measured value units. No more than 0.5% of the total number of measurements may exceed this limit of 1.5 times the tolerance value.

b. For all technical characteristics for which no tolerances have been specified above, small deviations cannot give any grounds for disputes insofar as the supplied goods are suitable for the purpose for which they were ordered.

c. Paper or paperboard being rippled is not deemed to be a shortcoming.

d. The buyer of custom consignments is obliged to accept up to a maximum of 10% of the order quantity of a paper or paperboard that shows minor deviations from what was ordered, but that has the same suitability for the intended purpose as the order paper or paperboard.