

SUPPLIER MARKING INSTRUCTIONS

1. GENERAL REQUIREMENTS

Markings must be clear and durable and confined to the identification described herein.

2. MARKING LOCATION AND SIZE REQUIREMENTS

PO Number:

Country of Origin

Ship From Address:

Ship To Address:

No of Packages:

General Description: i.e. Electrical Parts, Valve, Medical Supplies etc.

Package Weight:

Package Dimensions:

Package sequence (1 of __, 2 of __)

Provide a label similar to the following:

Ship From:	ABC Company Inc. 1234 Street Houston, Texas 77777	PO: 4500001234 Country of Origin: USA
Ship To:	Aramco Services Company 16825 JFK Blvd Houston, Texas 77032	No. Of Packages 1 of 3
	Description: Electrical Parts	Weight: 1,200 lbs Dims: 36"X24"X42"

3. SPECIAL, HAZARDOUS AND PRECAUTIONARY MARKS

Mark easily damaged material "FRAGILE", "HANDLE WITH CARE", "COOL STORAGE", "FREEZER STOWAGE", "USE NO HOOKS", etc.

Mark outside of package if special care is required during unpacking (i.e. sterile or dust free environment, etc.)

Boxes and/or crates must be marked with sling marks showing where they are to be lifted when wire slings are used.

The Center of Gravity must be marked on any box which is top heavy or has a balance point at any point other than the center of the skid. Mark these boxes with handling information such as "TOP HEAVY", "HEAVY SIDE", "DO NOT LIFT HERE, LIFT ON HEAVY SIDE", "CENTER OF BALANCE", etc.

4. HARD TO MARK CARGO

If labels are used, they must be attached securely with waterproof adhesive. If tags are used, they must be minimum three inches by five inches, durable and securely affixed to the piece of cargo.

NOTE: IF PURCHASE ORDER REQUIRES EXPORT PACKING BY THE SUPPLIER, CONTACT ARAMCO LOGISTICS FOR ADDITIONAL MARKING INSTRUCTIONS.