

## Self-Delivery Instructions for Leasing Returns

### General Information on Device Returns Organised by the Customer

If you are organising and commissioning the return transport of your leased equipment independently, please observe the following instructions:

- To prepare for your self-delivery, CHG-MERIDIAN will provide you with a consignment note which includes the Transport Order Number (TPO) and a Collection Number.
- Please clearly mark all packages with the corresponding consignment note which will include the Depot return address.
- You will also be informed separately about the delivery address.

The valid return policy can be found on our website at: [chg-meridian.com](http://chg-meridian.com) → Search function -> "Return Policy"

### Additional Requirements:

- All forwarding deliveries (pallet goods and/or truck deliveries) to CHG-MERIDIAN must be announced by email at least 48 hours before delivery: [customer.solutions@chg-meridian.com](mailto:customer.solutions@chg-meridian.com). A time slot booking is not required.
- Unannounced and/or unmarked shipments may be rejected.
- Parcel shipments can be delivered during the specified opening hours without prior notice.
- All pallets and packages must be labelled with the CHG-MERIDIAN Consignment note.
- Please note: Parcel shipments may not be left unattended. A deposit authorisation is not permitted. All parcels must be received in person by CHG staff.

<p>Delivery Address:</p> <p>NSW: 16 Harbord Street, Granville, 2142</p> <p>WA: 30 Tulloch Way, Canningvale, 6155</p> <p>VIC: 142-144 Williams Street, Dandenong South, 3175</p> <p>SA: Unit 4&amp;5, 1038 Port Road, Albert Park, 5014.</p> <p>ACT: 111-113 Gladestone Street, Fyshwick, 2609</p>	<p>Opening hours:</p> <p>Mon–Thu: 09:00–15:00 Fri: 08:00–14:00</p> <p>Contact: <a href="mailto:customer.solutions@chg-meridian.com">customer.solutions@chg-meridian.com</a></p>
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Special opening hours apply on public holidays.