



ARTICLE CREATION FORM (ONE FILE PER REFERENCE)

From : Marketing Dept

To : Replenishment Dept
Warehouse

Description : INTENSIVE wirebound subject notebook - A4+ format (22,5x29,7cm) - 120 sheets squa

Units by packaging: unit, carton and pallet (please specify for all different packagings, if existing) :

Pack N° 1*	Pack N°2**	Pack N°3**	Pack N°4**	* PACK N°1 is always 1 which can represent a unit, a box or a pack (smallest selling unit)
By : 1	5	15	600	** Fill in the number of Pack N°1 for each following packaging
possible example: basic unit	box	carton	pallet	

To be filled in by LYRECO

Supplier Name: Code :

SAP item code :

Prices by packaging

RRP	Price date validity		Product Origin (Explicit country)	Vendor Material N°	Manufacturer original part N°	EAN code Pack N° 1	Delivery time in calendar days	Minimum order	
	at Order / at Delivery please put a cross							Info for special conditions VALUE QUANTITY	
AUD			Australia						
EUR			Benelux						
USD/CAD*			Canada						
EUR			Denmark						
EUR			Finland						
EUR			France						
EUR			Germany						
HKD			Hong Kong						
EUR			Ireland						
EUR	4,66	23,3	Italy	329155C		3329683291558	8		5
KRW			Korea						
MYR			SIMA						
EUR			Norway						
EUR			Poland						
EUR			CASH						
EUR			Iberia						
EUR			Sweden						
EUR			Switzerland						
THB			Thailand						
GBP			UK				10		5

To be filled in by Lyreco

Selling prices

PLEASE , TURN

CATALOGUE HEADING DESCRIPTION

The title of the product that will indicated in the Lyreco catalogue

--> Clairefontaine Lincolor INTENSIVE wirebound subject notebook - A4+ format (22,5x29,7cm) - 120 sheets squared 5x5 + frame on top

TECHNICAL INFORMATION **COMPULSORY**

(Material, Packaging Material, Environmental Labels...)

--> Material: Translucent ribbed polypropylene cover - Clairefontaine Brushed Vellum 90g paper
Packaging Material:
Dimensions without packaging: 298x270x15
Weight: 883
Capacity: 120 sheets
Environmental label: PEFC
Consumable: paper

SUGGESTED CATALOGUE TEXT **COMPULSORY**

(Product features, functions and user benefits : commercial text)

--> Clairefontaine Lincolor INTENSIVE wirebound subject notebook A4+ format (22,5x29,7cm) 120 sheets squared 5x5 + frame on top - Translucent ribbed polypropylene cover - Assorted colors - Clairefontaine Brushed Vellum 90g paper for an unique experience and certified PEFC for sustainable forest management - Made in France

PICTURE (JPG format)



ADDITIONAL INFORMATION

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PLEASE , TURN

options YES/NO to be filled in by colouring the field

MEASUREMENTS (Please complete all different packaging available)

Note that measurements concerns product + packaging

PACK N° 1
WEIGHT (in g) **DIMENSIONS (in mm)**
(Length x Width x Height)

PACKAGING MATERIAL*

VOLUME (in CDM)

TYPE*

PACK N° 2
WEIGHT (in g) **DIMENSIONS (in mm)**
(Length x Width x Height)

PACKAGING MATERIAL*

VOLUME (in CDM)

TYPE*

PACK N° 3
WEIGHT (in g) **DIMENSIONS (in mm)**
(Length x Width x Height)

PACKAGING MATERIAL*

VOLUME (in CDM)

TYPE*

PACK N° 4
WEIGHT (in g) **DIMENSIONS (in mm)**
(Length x Width x Height)

PACKAGING MATERIAL*

VOLUME (in CDM)

TYPE*

* Material: please indicate if it is cardboard, paper, PVC *Type: carton, master carton, pallet

PALLET
TYPE/DIM. **PALLETS**
(L x W x H) (per truck)

EXPIRY DATE

To be used before
 Production date

NON
Average life time after receiving in our warehouse :

GUARANTEE

NON
For a period of :

SPECIFIC STOCK CONDITIONS

(Food, chemical products,...)

NON
Recomendations:

INTRASTAT/EXTRASTAT CODE

(Custom Commodity 8-digit Code)

OK

SPECIFIC TRANSPORT INFORMATION

UN number: _____
Class: _____

SAFETY DATA SHEETS (mandatory information)

Is there a legal requirement (in any of the countries where Lyreco operates) to provide a Safety Data Sheet for the product? (*)

(*) In accordance with the BSA, this is the responsibility of the supplier to determine whether an SDS is required by law. Note that a compliancy issue with this clause will impact the sourcing of the product.

NON
If yes, please send us a Safety Data Sheet (SDS) in PDF format saved as product_SAP code

To be filled in by LYRECO

Product status

, Catalogue :
, Specific :
, Non-stock :
, Diaries :
, Direct delivery :

Product hierarchy

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Groups

Margin class

Code Buying group :

Group :

Discount family

Local :

Own brand :

Lyreco Lyreco Premium Lyreco Budget

Quantity stipulations

Minimum order qty :

Minimum delivery qty :

Delivery unit :

Compulsory packaging :

Advised packaging :

Catalogue page :

Contact name :

Email :

Tel :

Fax (for order) :

V A T code :

The undersign guarantees that the product conforms to all current legislation especially for the security regulations as written in the BSA conditions.

Signature and stamp : (or Company logo)

Date : 27/10/2017

By : Valentin PIERRAT

