**ADVANCE INFORMATION OF PICKING UP A TRAILER FROM THE TERMINAL/ DELIVERING IT TO THE TERMINAL**

Information on trailers arriving at/leaving the Hietanen terminal on weekdays between 22:00 – 06:00 shall be delivered in advance by email not later than 18:00.

Advance information on trailers arriving at/leaving the Hietanen terminal on weekends (between Friday 22.00 - Monday 06:00) shall be delivered in advance on Friday or eve of a public holiday not later than 18:00. On May Day Eve, Independence Day Eve and New Year’s Eve, advance notice must be made by 10:00 am.

Please email this filled form together with the Terminal Advice to: lastiennakot.hietanen@steveco.fi and 5vuoro.hietanen@steveco.fi

The driver shall report at Rekkacenter (H11) to 5-shift foreman, phone +358 44 2323 317.

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| **Steveco’s service reference number** | **Trailer information** | **Truck register number** | **Date** | **Estimated arrival time** |
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Date: Orderer’s signature and phone number: