



RETURN MANUAL

Standard procedures for
receiving and returning
equipment

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Dear Customer

Thank you for choosing Ischebeck Nordic AS as your formwork supplier. We look forward to a good and efficient working relationship.

Before you begin, please read this Return Manual carefully. Following these guidelines will help ensure a smooth process and avoid unnecessary additional costs.

If you have any questions during the process, please contact us by email at retur@ischebeck.no or by phone on **+47 69 28 29 00**.



Receiving Equipment

Important information

■ **Upon receipt of equipment:**

Check that all equipment has been received and is in good condition. If any defects, missing items, or damage are identified, these must be reported to us within 2 working days so that we can rectify the issue.

■ **When unpacking:**

Keep pallets, frames, dunnage, and rubber spacers for wall formwork for return transport, as shown in the packing instructions.

■ **Ensure you are familiar with the contents of this manual:**

By reading the entire Return Manual now, the return process will be simpler at the end of the rental period.



The Return Process

How to proceed

■ Return notification:

Send an email to retur@ischebeck.no at least 3 working days before the planned return. Unnotified returns will be subject to a fee of NOK 5,000.

■ Material list:

Once you have notified us of the return, you will receive a material list for the project. Please complete the list and return it to retur@ischebeck.no.

■ Confirmation of collection:

Once the return is scheduled, we will inform the site of the collection date.

■ Preparing the return:

Ensure that the equipment is cleaned, correctly stacked, and packed in accordance with the instructions in this document. Use strapping bands where required. Inadequate cleaning or incorrect packing may result in additional charges due to extra handling.

■ **IMPORTANT: We reserve the right to refuse returns if the equipment or its packing makes transport or unloading at our warehouse unsafe.**

■ Inspection upon receipt

When the equipment arrives at our warehouse, it will be counted and checked against the submitted material list. If a completed material list has not been submitted, the customer accepts Ischebeck Nordic's count as final.

Packing Instructions for Wall Formwork

Panels and corner elements of different sizes must be packed with the plywood facing upward.

| Product type | Packed as follows: |
|------------------------------------|---|
| 5300 x 2650 | 2 pcs per stack |
| 3310 x 2650 | 3 pcs per stack |
| 2650 x 2650 | 4 pcs per stack |
| 1325 x 3310 | 10 pcs per stack |
| 1325 x 2650 | 10 pcs per stack |
| 1250 x 3310 | 10 pcs per stack |
| 1250 x 2650 | 10 pcs per stack |
| 1000 x 3310 | 10 pcs per stack |
| 1000 x 2650 | 10 pcs per stack |
| 1325 x 1325 | 10 pcs per stack |
| 1250 x 1325 | 10 pcs per stack |
| 1000 x 1325 | 10 pcs per stack |
| 750/615/550/500/450/400/250 x 1325 | 10 pcs per stack |
| 750/615/550/500/450/400 x 3310 | 10 pcs per stack |
| 750/615/550/500/450/400 x 2650 | 10 pcs per stack |
| 250 x 3310/2650 | 10 pcs per stack OR storage rack with corner elements |
| Inside/outside corner | Storage rack OR stack |
| Inside/outside adjustable corner | Storage rack OR stack |
| Shaft corner 3310/2650/1325 | Storage rack OR stack |
| All NOE Alu-L types | Packed on pallets, max. 20 pcs |



WALL PANEL 1

Rubber spacers must be placed between each wall panel and at all four corners.

All wall panels must be stacked on dunnage.



WALL PANEL 2

All wall panels must be returned with the plywood or composite surface facing upwards.

See table for the number of panels per stack. Use steel strapping or tensioning bands to secure the stacks.

Packing Instructions for NOE Wall Accessories

Components for wall formwork, small parts and brackets must be packed as follows:

| Item no. | Item | Packed in/on | Quantity |
|-----------------------------|-----------------------------|----------------------|----------|
| NOE Wall Accessories | | | |
| 9078010201 | Toplock w/wedge 0-42 | Mesh transport box | 150 |
| 9078010401 | Toplock adjustable 0-100 | Mesh transport box | 100 |
| 9078010601 | T-2000 alignment clamp | Mesh transport box | 30 |
| 9078011610 | Push-pull prop RS 3 + RS 1 | Storage rack | 15 |
| 9078011650 | Push-pull prop RS 4 + RS 2 | Storage rack | 15 |
| 9078011701 | Push-pull prop RS 5 + RS 2 | Storage rack | 15 |
| 9078012001 | Walkway bracket | Storage rack (small) | 20 |
| 9078012401 | Rail post 1380 mm | Storage rack (small) | 60-80 |
| 9078013001 | Combi beam 100 | Mesh transport box | 70 |
| 9078012901 | Combi beam 142 | Storage rack | 39 |
| 9078013101 | Combi beam 250 | Storage rack | 30-33 |
| 9078011401 | Alignment channel | Mesh transport box | 100 |
| 9078712001 | Combisafe gavelgrind | Mesh transport box | 10 |
| 0620720009 | Combi plate 15 100 x 140 mm | Mesh transport box | 1000 |
| 0620720025 | Combi plate 20 140 x 200 mm | Mesh transport box | 1000 |
| 9078010101 | NOEtop Multi-claw | Mesh transport box | 200 |
| 9078012801 | Alu channel 1.20 m | Dunnage, (1.20 m) | 25 |
| 9078012501/02 | Platform w/out hatch | Pallet | 10 |



COMBI BEAM 250

Packed in 3 layers with 10 or 11 pcs per layer.



COMBI BEAM 140

Packed in 3 layers with 11 pcs per layer.



PUSH-PULL PROPS

Packed in 3 layers with 5 pcs per layer.

Ensure dunnage is placed between each layer.

Packing instructions for timber beams

All timber beams must be packed
as follows:

| Item no. | Item | Packed in/on | Quantity |
|---------------------|-----------------------------------|------------------|----------|
| Timber beams | | | |
| 907822... | H20 timber beams (all lengths) | Dunnage – 1.01 m | 50 |



H20 TIMBER BEAMS

Packed with 5 pcs per layer
(width) and 10 pcs per layer
(height), max. 50 pcs per
stack.

All timber beams must be
packed on dunnage.

Packing instructions for HV deck system

HV deck components must be packed
as follows:

| Item no. | Item | Packed in/on | Quantity |
|-----------------------|-----------------------------------|----------------------|----------|
| HV deck system | | | |
| 0120490030 | Drop Head Titan HV | Mesh transport box | 200 |
| 0120490011 | Main Beam Titan HV 3.5 m | Storage rack | 18 |
| 0220490010 | Main Beam Titan HV 2.3 m | Storage rack | 18 |
| 0120490008 | Main Beam Titan HV 1.7 m | Storage rack | 22 |
| 0120490006 | Main Beam Titan HV 1.5 m | Storage rack (small) | 22 |
| 0120490004 | Main Beam Titan HV 1.15 m | Storage rack (small) | 22 |
| 0120490021 | Secondary Beam Titan HV 1.7 m | Storage rack (small) | 52 |
| 0120490018 | Secondary Beam Titan HV 1.5 m | Storage rack (small) | 52 |
| 0120490015 | Secondary Beam Titan HV 1.15 m | Storage rack (small) | 52 |
| 0120490051 | HV panel Titan HV | Panelbox 14 | 14 |
| 0120490060 | Guard Rail Post Titan HV | Storage rack | 40 |
| 0120490061 | Corner Guard Rail Post Titan HV | Storage rack | 40 |
| 0620490052 | HV Filler strip 172 x 21 x 900 mm | Mesh transport box | 150 |
| 9078270060 | HV Filler strip 172 x 21 x 600 mm | Mesh transport box | 150 |



HV 1.70 AND BELOW

Packed in 3 layers with 6 pcs per layer (width), and 4 pcs on the top layer.



HV 2.30 AND 3.50

Packed in 3 layers with 6 pcs per layer (width).



HV PANEL TITAN

Packed in 7 layers with 2 pcs per layer (width).

Only the top layer must be packed with the facing upwards; all remaining layers must face downwards.



SECONDARY HV

Packed in 4 layers with 13 pcs per layer (width).

Packing instructions for other beam systems

SF Columns, soldier beams, steel beams and aluminium beams must be packed as follows:

| Item no. | Item | Packed in/on | Quantity |
|------------------------|-----------------------------------|----------------------|----------|
| <hr/> | | | |
| SF Columns | | | |
| 0120584501 | Column Form Titan SF 100/100 | Dunnage | 20 |
| 0120584502 | Column Form Titan SF 100/137 | Dunnage | 20 |
| Soldier Beams | | | |
| 9010100150/52/54/56 | RMS Superslim Soldier (all sizes) | Storage rack | 12 |
| Steel Beams | | | |
| 9078760601/401 | Steel beam RSP 300, 3.0 m | Dunnage – 1.20 m | 12 |
| Aluminium Beams | | | |
| Titan 225 | Lengths 1.20 m to 1.80 m | Storage rack (small) | 19 |
| | Lengths 2.40 m to 6.00 m | Storage rack | 19 |
| Titan 160H | Lengths 1.20 m to 1.80 m | Storage rack (small) | 35 |
| | Lengths 2.40 m to 6.00 m | Storage rack | 35 |
| Titan 120 | All lengths | Storage rack | 56 |
| 0120750023 | Alu Wall Bracket WK 1000 | Pall | 12 |



TITAN 225

Packed in 2 layers with 8 pcs per layer (width), and one top layer with 3 pcs.



TITAN 160 H

Packed in 3 layers with 10 pcs per layer (width), and one top layer with 5 pcs.



COLUMN FORM TITAN

Packed on dunnage in 4 layers with 5 pcs per layer.

Packing instructions for Megashore and Alu Board

Megashore and Alu Board components must be packed as follows:

| Item no. | Item | Packed in/on | Quantity |
|---------------------|------------------------------------|------------------------------|----------|
| Megashore | | | |
| 0120150001/03/05 | Megashore leg no. 2/3/4/6 | Storage rack | 30 |
| 012015... | Ledger frame (all sizes) | Bundled with steel strapping | 20 |
| 0220150020 | Jack 1.20 m | Storage rack | 40 |
| 0220150021 | Jack 0.40 m (red nut) | Mesh transport box | 60 |
| 9078270000 | Jack 0.20 m (black nut) | Mesh transport box | 60 |
| 0220150039 | Extension outer 0.50 m | Mesh transport box | 40 |
| 0220150041 | Extension outer 1.00 m | Mesh transport box | 20 |
| 0220150040 | Extension outer 1.25 m | Dunnage – 0.95 m | 20 |
| 0220150051 | Extension outer 5.00 m | Storage rack | 23 |
| 0220200045 | Alu Push Pull Prop spindle element | Storage rack | 30 |
| 0220154553 | Swivel head plate | Mesh transport box | |
| 0120154591 | Four-way head plate | Mesh transport box | |
| 0620424570 | External Alu Beam Titan 225 | Mesh transport box | 36 |
| 0620160002 | Alu Scaffold stair 1.60 m | Pallet | 10 |
| 0620160003 | Handrail for Alu Scaffold Stair | Storage rack | 10 |
| Alu board | | | |
| 0620160004/06/07/08 | Alu Scaffold board (all sizes) | Dunnage – 0.95 m | 30 |



JACK 0.40 AND 0.20

In each layer, the equipment must be placed alternately to ensure even load distribution and correct weight balance.

Packed in a mesh transport box.



JACK 1.20

Packed in 5 layers with 8 pcs per layer (width).

In each layer, the equipment must be placed alternately to ensure even load distribution and correct weight balance.



LEDGER FRAME

Packed in bundles of 20 pcs.



MEGASHORE LEG

Packed in 5 layers with 6 pcs per layer (width).
Each layer must be packed in the opposite direction to the layer below.



ALU SCAFFOLD BOARD

Packed in 3 layers with 10 pcs per layer.
Packed on dunnage.



ALU SCAFFOLD STAIR

Packed on pallets. Max. 10 pcs per pallet.





EXTENSION OUTER 0.5 M

Packed in 4 layers with 10 pcs per layer.

Packed in a mesh transport box.



EXTENSION OUTER 1.0 M

Packed in 4 layers with 5 pcs per layer (width).

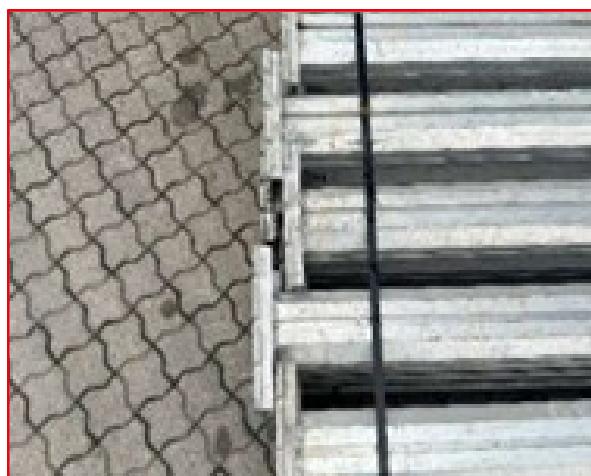
Packed in a mesh transport box.





EXTENSION OUTER 1.25 M

Packed on dunnage in 4 layers, with 5 pcs per layer (width).



EXTENSION OUTER 5.0 M

Packed in 3 layers with 6 pcs per layer (width), and one top layer with 5 pcs.



Packing instructions for RSK and BKS

RSK and BKS support systems for walls and slabs must be packed as follows:

| Item no. | Item | Packed in/on | Quantity |
|------------|-----------------------------|----------------------|----------|
| RSK | | | |
| 0220200023 | Push Pull Prop Titan RSK 1 | Mesh transport box | |
| 0220200039 | Push Pull Prop Titan RSK 3 | Storage rack | 40 |
| 0220200041 | Push Pull Prop Titan RSK 4 | Storage rack | 40 |
| 0220200042 | Push Pull Prop Titan RSK 6 | Storage rack | 40 |
| 0220200043 | Push Pull Prop Titan RSK 8 | Storage rack | 24 |
| | Pin Handle / Swivel End | Mesh transport box | |
| BKS | | | |
| 0120220001 | Spindle Element Titan BKS | Storage rack (small) | 15 |
| 0120220005 | Extension 2400 mm Titan BKS | Storage rack | 15 |
| 0120220009 | Extension 3700 mm Titan BKS | Storage rack | 15 |



RSK 3, 4 AND 6

Packed in 4 layers with 10 pcs per layer.

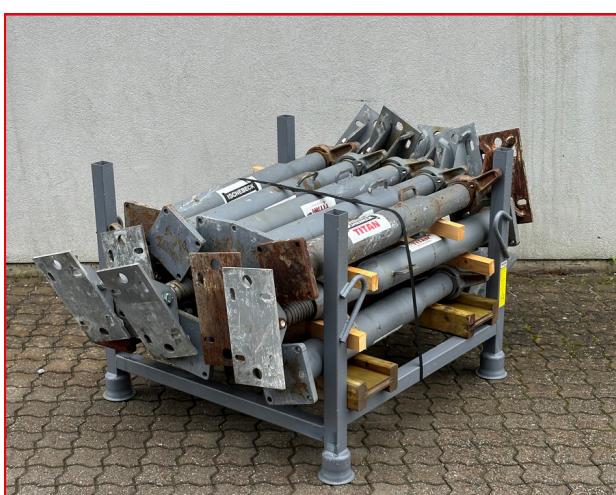
Dunnage must be placed between each layer.



RSK 8

Packed in 3 layers with 8 pcs per layer.

Dunnage must be placed between each layer.



SPINDLE ELEMENT

Packed in 3 layers with 5 pcs per layer (width), with dunnage between each layer.



EXTENSION 2400/3700

Packed in 3 layers with 5 pcs per layer (width).

Packing instructions for steel props & accessories

Steel props and accessories for steel props must be packed as follows:

| Item no. | Item | Packed in/on | Quantity |
|--------------------------------|----------------------------|----------------------|----------|
| <hr/> | | | |
| Steel props | | | |
| 0120100001 | Steel Prop Titan 2 | Storage rack (small) | 50 |
| 0120100005 | Steel Prop Titan 3 | Storage rack | 50 |
| 0120100009 | Steel Prop Titan 4 | Storage rack | 40 |
| 0120100016 | Steel Prop Titan 7 | Storage rack | 40 |
| 9078220005 | Steel Prop Eco 20 | Storage rack (small) | 40 |
| Steel props accessories | | | |
| 1420140020 | Timber Bracing Clamp | Mesh transport box | |
| 0620140010 | Universal Tripode | Tripode storage rack | 30 |
| 0620140017 | 4-Way Head Titan 200 / H20 | Mesh transport box | 100 |



TITAN 2

Packed in 4 layers with 11 pcs per layer, and one top layer with 6 pcs.



TITAN 3

Packed in 7 layers with 7 pcs per layer, and 1 pcs on the top.



TITAN 4 AND 7

Packed in 5 layers with 8 pcs per layer.



STEEL PROP ECO 20

Packed in 4 layers with 9 pcs per layer, and one top layer with 4 pcs.



4-WAY HEAD TITAN

Packed in layers of 25, 16, 25, 16 and 18 pcs.

The first layer must be packed with the locking pin facing upwards; the next layer with the locking pin facing downwards, and so on.





UNIVERSAL TRIPOD

Packed in a tripod storage rack.

6 stacks with 5 pcs per stack.



Packing instructions for fall protection systems

TITAN EPS, Trapoflex and related systems must be packed as follows:

| Item no. | Item | Packed in/on | Quantity |
|--------------------------------|---------------------------------------|--------------------|----------|
| <hr/> | | | |
| EPS | | | |
| 0620620030 | EPS Screen 3000 | EPS storage rack | 25 |
| 0620620034 | EPS Floor Bracket | Mesh transport box | |
| 0620620042 | EPS Beam Bracket | Mesh transport box | |
| 0620620043 | EPS Slot-in-Post | Storage rack | |
| 0620620040 | EPS Multi-Clamp | Mesh transport box | |
| Trapoflex | | | |
| 9010120100 | Trapoflex Working Platform Small | Pallet | |
| 9010120102 | Trapoflex Working Platform Medium | Pallet | |
| 9010120104 | Trapoflex Working Platform Large | Pallet | |
| 9010120106 | Trapoflex Working Platform Xtra Large | Pallet | |
| NOEtop Working Platform | | | |
| 9078550065 | NOEtop Working Platform 2650 | Pallet | 5 |
| 9078550070 | NOEtop Working Platform 1325 | Pallet | 5 |



TRAPOFLEX

Packed on 2 pallets.



EPS

EPS Screen 3000 is packed with a maximum of 25 pcs per EPS storage rack. Other EPS components are packed in a small storage rack or mesh transport box. See table for details.



NOETOP WORKING PLATFORM

Packed in stacks of 5 units.

Examples of correct and safe packing for transport

Pack as shown below



Examples of incorrect and unsafe packing for transport

Do not pack as shown below





Thank you for your cooperation!

By following these return instructions, you help ensure safe handling, efficient logistics, and reduced costs for both parties.

All equipment returned in good condition, properly cleaned and packed in accordance with these instructions, can be quickly prepared for the next project — benefiting both the environment and future construction sites.

If you have any questions regarding returns, packing, or additional hire equipment, please contact us.

Kind regards,
Ischebeck Nordic team