

Instruction Booking (mYard)

Booking of a time slot for delivery or pick-up of international goods

Please notice that access to our site is only granted to you if you booked your time slot in advance.

The booking of a time slot is easy and fast:

- Fill in the form International Reservation Time Window.
- Send the filled in form to deliverymvs@mgb.ch.
- You will receive a confirmation of the booked time slot shortly. This confirmation will include a delivery slip.
- Provide the delivery slip to the respective driver as it is needed for registration on our site during arrival. The delivery slip contains all important information for a smooth process on site (delivery number, Barcode).

If you need to cancel the booked time slot or if you are expecting a delay, please inform us via email deliverymvs@mgb.ch.

You can find information about the procedure on our grounds under the documents. Please also note our rules.

Customs clearance instructions for deliveries to the Migros Verteilbetrieb AG

International shipments are only unloaded if proof of customs clearance is available.

The following documents are accepted as proof of customs clearance:

- Einfuhrliste
- Bezugschein
- Bulletin de livraison or
- CMR copy with « customs cleared stamp »

1. Goods have custom clearance by third party (not Migros):

For unloading at MVB you need to send proof of custom clearance in advance to zollteam_suhr@mgb.ch together with the trip number, if we receive no custom clearance (Swiss import) the goods will not be unloaded.

2. Goods will be cleared by Migros Zollteam:

Send all documents that are needed for custom clearance to: zollteam_suhr@mgb.ch

That's the only way to ensure that drivers don't have to wait at the border or in Suhr for unload.

Do you have further questions about our yard management system? Please check the FAQ or contact us via email mYard_Koordinator@mvg.ch.