

LEMKEN GmbH & Co. KG · Weseler Straße 5 · 46519 Alpen

To
the Suppliers
of LEMKEN GmbH & Co. KG

Alpen, 22.09.2026

Important Information Regarding the SAP Implementation

Dear Sir or Madam,

As already announced in June 2026, the implementation of our new ERP system, SAP S/4HANA, is imminent. The transition will temporarily result in restrictions to our operations. We would like to inform you of the final dates; please note the adjustment to the last production day compared with our previous letter.

Key Dates at a Glance

- Last production day / last day for goods receipt: 08. Oktober 2026
- No goods receipt: from 9 October until approximately 2 or 4 November 2026
- Resumption of production: from the beginning of November 2026

We kindly ask you to take these periods into account in your delivery planning at an early stage.

Information on Invoicing

Please ensure that we receive all invoices for your deliveries by 16 October 2026 at the latest. This is the only way we can still review and process them before the system transition. We are aware that exceptions may occur in individual cases. Naturally, we will coordinate such cases with you. Please send your invoices by email to rechnungen@lemken.com. Additional Information Please note the changes regarding electronic invoicing as outlined in the attached document, will be effective from November 1, 2026.

Our aim is to keep the impact of the transition on you to a minimum and to continue our cooperation in a stable and cooperative partnership.
If you have any questions, your usual contacts will be happy to assist you at any time.

Yours sincerely,

LEMKEN GmbH & Co. KG

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Frank Fuhr

i.V.

Arne Maas