

WAREHOUSE PICKUP INSTRUCTIONS

Kapeh Utz stores coffee in the Paris Brothers Green Coffee Warehouse located in the caves off of Highway 210 called Subtropolis.

Address:

Paris Brothers
8800 NE Underground Road
Kansas City, MO 64151

Pickup time: between 1:00pm and 3:00pm

Please plan sufficient time for your coffee pickup; at times there are unexpected delays such as trains crossing through Subtropolis, back up of vehicles or trucks, etc. Note that there is no phone or internet signal once you enter the caves.

From Hwy 210 turn into **Subtropolis** on Eldon Road.

- After turning into Subtropolis, you will pass a gas station on the right. Continue straight.
- After crossing the railroad tracks, you will see a sign indicating that you should turn **right** for 8800.
- Turn right and follow the road to a slight bend to the left where you will see the entrance to cave 8800 clearly marked. Enter this cave.

After entering the cave, there is a stop sign at the railroad tracks, continue straight.

- You will then come to the first on your right, which is marked 8800 - Paris Brothers. Turn right and follow the road to the next stop sign.
- At that stop sign, you will see the Paris Brothers entrance off to the right. Do not go to this entrance, continue straight through the stop sign until you see a sign approximately 4-5 entrances down on your left hand side for GFE.
- Pass the GFE entrance to the next entrance which is marked GFE Docks 1, 2, 3, Dock Driver Check in Paris Brothers.
- Park by this entrance, go up the metal stairs, and go inside.

Once inside, you will find a receptionist at the widow on the left hand side.

At the receptionist desk:

- Tell the receptionist your name, your company's name, and that you are there for a pickup from Kapeh Utz.
- They will have you sign either a printed or electronic bill of lading.
- They will then inform the warehouse staff that you are there for a pickup and will tell you which door to go to.

Unless otherwise advised by the reception desk, pickup is at the first bay to the left of the Paris Brothers main office sign.

- After exiting the receptionist area, proceed with your car to the first stop sign, where you can see the Paris Brothers Main office sign. At the stop sign, turn left, pass the Paris Brothers sign and the pickup door will be the first garage door next to the stairs.
- Back your car up to the garage door and wait for the warehouse attendant to open the garage door. This could take several minutes.

If you need assistance loading, please ask the warehouse attendant to assist you.

Double check the name on the sacks to ensure that you have received the correct coffee.

If in doubt, speak to the warehouse attendant or go back to the receptionist for further instruction.