

NORDSTROM

April 1, 2015

Dear Nordstrom Supplier,

To better serve our growing Internet customer, Nordstrom is adding an additional Fulfillment Center located in Elizabethtown, Pennsylvania. The store number is 568 and the Distribution Center is 569.

We will begin fulfilling customer orders from this new facility beginning mid-August. Beginning Mid April, you will begin seeing Nordstrom Direct orders with multiple “ship to” locations (Cedar Rapids & Elizabethtown). Please be prepared to pick, pack and ship these orders for each fulfillment center accordingly.

Because Direct PO’s may now have multiple “ship to” locations we recommend that you do not begin packing order until you receive either the EDI copy of the PO or a PDF copy of the Direct PO. Please do not use any excel spreadsheet for packing and/or shipping, as the store allocations may be incorrect and may cause you to incur chargebacks.

Updates to our Direct Supplier Compliance Manual will contain the new shipping address along with updates to some of our packaging requirements. The updated manual will be available early April at www.nordstromsupplier.com where the updated routing guidelines will be located in the Nordstrom Routing guide. Please refer to the updated manuals, when available to ensure you are shipping and packaging your product accordingly prior to shipping to this new location.

Thank you for your continued support.

Sincerely,

Nordstrom, Inc.