
August 1, 2008

Dear Nordstrom Cosmetic Supplier,

As a part of our ongoing efforts to improve our merchandising and logistics execution, Nordstrom currently requires the EDI/UPC program as a standard. Your company's implementation of EDI and related industry standard guidelines will serve to expedite the movement of merchandise into our stores.

Please note that this is not a new requirement. This is required for all Nordstrom vendors. Nordstrom requires that all UPC information is available for download from a UPC catalog with Invis or GXS at the time our buyers go to market. Expense offset fees are assessed at the time of item set up at \$150 per incident for "UPC Catalog not available or no access" and "UPC not on Catalog at the time of item set up."

Non-compliance with EDI requirements results in additional processing and delays payment to your company. Our expense-offset policy is designed to defray the additional cost incurred by Nordstrom as a result of processing non-EDI orders.

The purpose of this message is to help you prevent incurring these costs by full and timely compliance with the EDI/UPC program. Expense-offset fees will go into effect beginning October 1, 2008.

If you are not yet meeting these requirements below is some information to help get started.

1. Obtain your UCC Block ID: visit www.gs1us.org or call 937-435-3870 to obtain this
2. Create your own UPCs by using the guidelines located on www.nrf.com or call 800-673-4692 (you can email upc@nordstrom.com with questions about UPC creation once you have obtained your UC Block ID)
3. Load your UPCs on to one of the two third party catalog providers below:
 - a) Invis 877-446-6847 or b) GXS 800-560-4347

Below are links on how to "create you UPC's".

http://www.uc-council.org/ean_ucc_system/membership/create_number.htm

http://www.uc-council.org/ean_ucc_system/education_support/cdc.html

Should you have any questions about Nordstrom EDI, please contact the Nordstrom Supplier Compliance at CMIO.compliance@nordstrom.com or 877-444-1313 option 2.

Sincerely,
NORDSTROM, Inc.

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