

Dear Nordstrom Supplier,

As a part of our ongoing efforts to further improve our merchandising and logistics strategy, Nordstrom has adopted an EDI/UPC program that will be the standard for our procurement and payment processes. Your company's implementation of EDI and related industry standard guidelines will serve to expedite the transfer of merchandise, resulting in improved customer service and potential increases in sales.

Nordstrom will initiate this process by asking Inovis, our third party provider, to contact you within the next few days. You will receive an email invitation from [compliancelink@inovis.com](mailto:compliancelink@inovis.com) to begin testing Nordstrom's EDI documents. It is important that you read this email. Prior to being contacted by Inovis, please begin to evaluate your company's needs and options. You may obtain your UCC block manufacturing ID from GS1 US (formerly the UC Council), either at their website ([www.gs1us.org/g1us.html](http://www.gs1us.org/g1us.html), via the "I Need a U.P.C. Bar Code" link) or by calling 1-800-543-8137. Please note that it typically takes two weeks to receive a UCC ID.

The Nordstrom Supplier Compliance Manual detailing our supplier requirements is available on our website (<http://www.supplier.nordstrom.com/>). The guidelines described there apply to Nordstrom Full Line and Rack store processing only. Additional compliance requirements are in effect for Nordstrom.com, in support of their Direct to Consumer business model.

We understand that, for many of you, coming into EDI compliance may involve a substantial change in your operating procedures. In order to ensure your success in this endeavor, we encourage you to choose to either:

- Utilize your own internal resources to develop an integrated solution, or
- Contract with Inovis (1-800-UPC-TALK) or with another Nordstrom certified third party service provider (contact information available from [cmio.compliance@nordstrom.com](mailto:cmio.compliance@nordstrom.com)).

Inovis will assist you with the set-up process. They will provide support for UPC assignment and management, and can help to educate you about EDI and browser-based web options, as well as about fax and keying services and process testing. While you may elect to load your catalog onto the Inovis Catalogue, you may also choose to work with our new catalog service, GXS (1-800-638-8730).

Within 60 days of being contacted by Inovis:

- You must have your UPC catalog (832) loaded onto either the Inovis or GXS catalog;
- You must UPC bar-code all of your merchandise;
- You must be able to receive an electronic purchase order (PO/850) and return an acknowledgement of receipt;
- You must send consolidated electronic invoices (810), if you are not already doing so;
- You must generate an electronic advance shipment notification (ASN/856);
- You must label cartons with a related UCC-128 carton label.

Merchandise received from non-compliant suppliers requires additional processing and does not arrive in our stores in a timely manner. Consistent with industry standard practices, Nordstrom has established an expense-offset policy in order to recover the higher expenses incurred as a result of processing non-compliant goods.

As retail technology advances and as retail industry standards change, Nordstrom will continue to adopt enhancements that benefit our company and our suppliers. It is critical that we develop collaborative partnerships with vendors who have a similar commitment to these technologies. We look forward to assisting you with your implementation of Nordstrom's EDI/UPC requirements and we thank you in advance for your cooperation. Should you have additional questions, we welcome you to call us at 1-877-444-1313.

Sincerely,

NORDSTROM, INC.

Dan Little  
Executive Vice President  
Chief Administrative Officer