

ANNOUNCEMENTS & REVISIONS

ANNOUNCEMENTS

ECOMMERCE BEAUTY ORDERS

Attention **Beauty Suppliers**: All ecommerce orders must be sent in single SKU cartons. Single SKU cartons is the requirement for all ecommerce orders. See section 3 of the Packing Standards on the left sidebar.

ATTENTION NORDSTROMRACK.COM | HAUTELOOK (NRHL) SUPPLIERS

Beginning on August 17th, 2020 NRHL invoice submission via EDI will be enabled. Please note:

- Suppliers who are not EDI enabled must reach out to EDI Setup (edisetup@nordstrom.com) to begin the EDI setup process
- Suppliers who are capable of sending invoices via EDI are required to use this service
- There is no change to Drop Ship invoice submission via DSCO; continue as normal
- NRHL invoices and chargebacks will now be visible on the Nordstrom Supplier Portal
- ACH payments will now be issued on Tuesday's and Friday's each week
- If you are a current Nordstrom Inc supplier, your invoices will be paid on the same payment with your other invoices, using the payment information set up with Nordstrom, Inc.

PO VIOLATIONS - PRODUCT OVERAGES & SHIPPED OUTSIDE AGREED WINDOW WILL BE AUTOMATICALLY RTV'd

In accordance with existing Supplier Compliance requirements, Nordstrom will continue to strictly apply the RTV process for product that was not ordered, overages (SKU/Store level), mis-ships (shipped to the wrong location) or shipped outside of the shipment window on the PO.

POs must ship per the final details of your purchase order. Any changes made by Nordstrom to the order should be reflected on the PO as well as the shipment. This includes overage units and items that were not on the final order. Any additions to the order will need to be communicated to your buying partners and must be updated on the purchase order.

Additionally, in order to ensure the maximum product market availability, please commit to the ship window on the purchase order. Orders that arrive outside of the agreed-to window will be subject to an RTV. All extension requests should continue to be communicated to the merchants in order to avoid any unintended returns. Please validate that Nordstrom is notified of your most updated return shipping address to avoid additional cost and lost time.

COVID-19 Wellness and Safety 3rd Party Provider Standards

To minimize the potential spread of COVID-19, all third-party service providers who need to be on Nordstrom premises are expected to follow these Wellness & Safety Expectations. Third-party service providers include any non-Nordstrom employee working onsite at any of our Nordstrom locations such as vendors, temporary workers, independent contractors, models and freelancers. Please review the Wellness and Safety Standards on the left sidebar.

WCOC (WEST COAST OMNI CENTER) NORDSTROM NEWEST FULFILLMENT CENTER

WCOC is a new addition to the Nordstrom fulfillment center locations which will mean an additional ship to locations on many ecommerce POs. A letter has been sent via email to most suppliers and has been posted under Vendor Communications on this site on the left side bar. Please ensure you have added this new location to your internal systems to prevent mis-shipments

REVISIONS

UPDATED SEPTEMBER 30, 2020

SEPTEMBER 2020 REVISIONS

- BUSINESS BASICS: Updated Section 3 changing EDI compliance for suppliers from 90 Days to 60 Days; updated 3rd Party EDI Provider Innovative Systems website and contact information. 09/30/20 Updated Section 3 contact and website information for 3rd Party EDI provider Innovative Systems; Added additional resources for DiCentral, eZCom, and TradeLinkOne.
- ROUTING GUIDE: Deleted Duie Pyle under Shipment Definitions and HauteLook shipments to East Coast Fulfillment Center under PO Verification (pg 7); Updated Volume Shipments to Volume Load Shipments (pg 8); Removed Consignment Orders and 881/569 HauteLook (pg 12); Removed traffic@nordstrom.com contact under Nordstrom Direct Drop Shipments and to receive the correct account number for drop-ship orders (pg 15); Updated CTE pickup request cutoff time from 3:30 PST to 3:00 PST (pg 23 and 25); Updated NorCon pickup request cutoff time from 3:30 EST to 3:00 EST (pg 32); Updated 881 to 562 and added 879 to Ship to DC

sections (pg 41 - 117); Puerto Rico and US Virgin Islands section deleted (pg 98); MISCELLANEOUS INFORMATION updated to Section 5 on page 19, Updated name change Shipping to HauteLook to Shipping to NordstromRack.com / HauteLook (NHRL) (pg 19), Updated name change SCAC Code Listings to SCAC Codes (pg 19), Removed SCAC Code Chart (pg 19); Deleted two rows in Ship to NordstromRack.com / HauteLook (NHRL) chart (pg 122); Deleted Stores 558, 566, 578, 591 routing info, and email NRHLOIRouting@Hautelook.com (pg 122); Deleted Stores 828 & 873 routing info and email Shipping@Hautelook.com (pg 122).