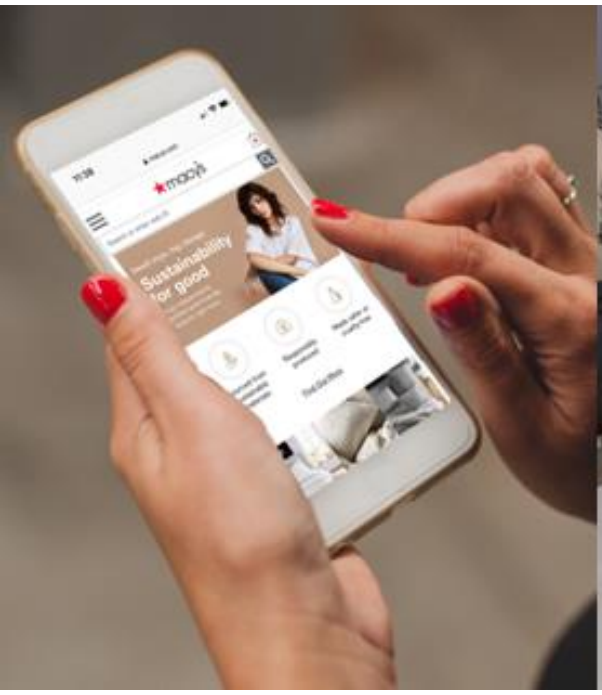
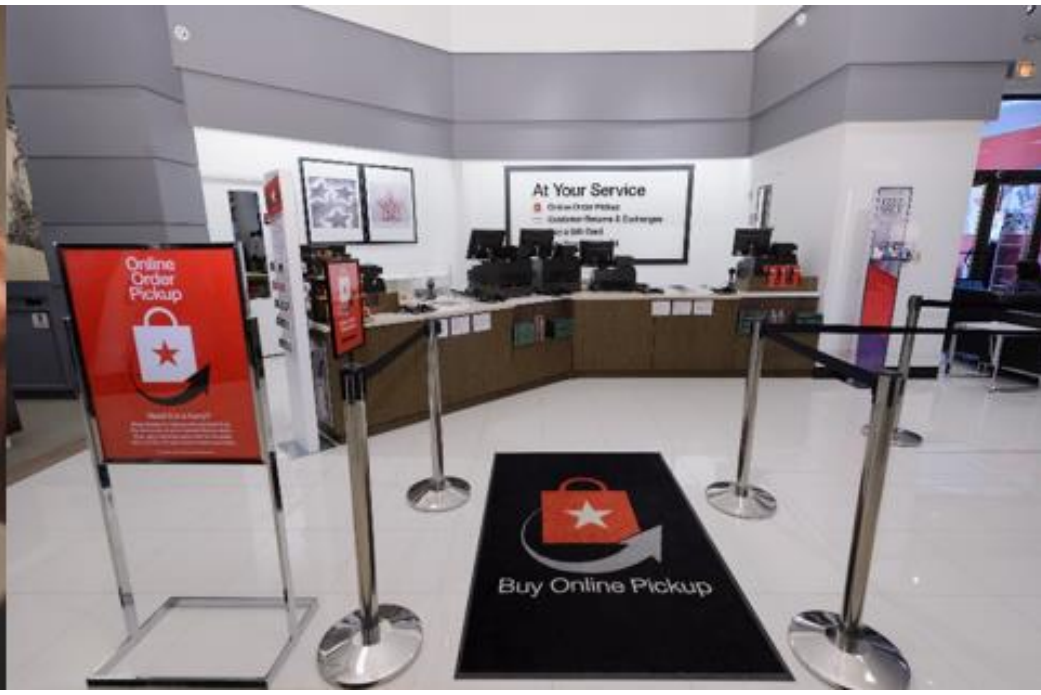




VENDOR STANDARDS





macys inc

macy's

bloomingdale's

bloomingdale's the outlet store

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Macy's Vendor Standards – Introduction

Welcome to the Macy's[1] 2023 Vendor Standards. These standards govern all of Macy's merchandise procurement and related activities and are your guide to doing business with Macy's. Please review the Vendor Standards carefully. They provide information that is essential for you to use and follow in order to help us bring your merchandise to our customers, including Macy's policies, transactional requirements, purchase order documentation (Master Purchasing Agreement), documentation criteria and other product-related information. This document is applicable to all merchandise sent to stores, eCommerce merchandise sent to our Customer Fulfillment Centers (.COMs), and Vendor Direct. All of the material provided to you at macysnet is to be considered part of the Macy's Vendor Standards and each vendor is urged to review these materials and identify all of the materials that are relevant to its business. To assist in ensuring all applicable documents are reviewed, a New Vendor Onboarding document has been posted on macysnet. This document also provides valuable contact information as well as a new vendor checklist. Vendor representatives should register and frequently review macysnet for updated information which is critical in coordination of our respective operations.

Requirements outlined in this Vendor Standards document are not applicable to Macy's Backstage shipments, other than where noted in the specific Macy's Backstage Vendor Standards. Other guides exclusive to doing business with Macy's Backstage are available under the Macy's Backstage section on macysnet. The password for these documents is provided by the applicable Macy's Backstage merchant.

As in the past, materials that are new to the 2023 Vendor Standards and/or represent substantive changes from the prior version are shaded for ease of reference.

We recommend that, in addition to registering for macysnet if you have not previously done so, all Macy's vendors review these 2023 Vendor Standards in their entirety. Please ensure that all appropriate personnel in your organization also familiarize themselves with the portions of these Vendor Standards applicable to their duties.

These 2023 Macy's Vendor Standards, which include the Master Purchasing Agreement the Macy's Routing Guide, Macy's Policies and Procedures and other materials posted on macysnet for your use have been provided and may also have been updated and supplemented in order to make Macy's requirements clear and provide the vendor community with all of the information needed to perform in accordance with those requirements. It is our goal to provide the means by which you will join Macy's in putting the customer first, which is our primary driver to achieving customer satisfaction, which is necessary to achieving our mutual success. Due to the critical importance of these standards, Macy's continues to reserve the right to assess charges for noncompliance, which may include liquidated amounts that have been assessed where precise costs are difficult to determine, as well as administration fees, and costs and expenses incurred by Macy's. Vendors hereby are advised that noncompliance with these Vendor Standards constitutes consent to Macy's assessing charges and offsetting such charges from any amounts that otherwise would have been payable to the vendor. Expense offsets are applicable to all vendors who deviate from these standards. Effective July 1, 2023, certain expense offsets increase from .60/unit to .75/unit. See Appendix H for further details.

Compliance with these standards will require use of industry-wide technologies, such as Universal Product Codes (U.P.C.), Electronic Data Interchange (EDI) and Radio Frequency Identification (RFID).

The use of RFID technology continues to support our Omni channel initiatives, including opportunities to utilize inventory more efficiently. Omni channel selling requires that we have faster and more reliable access to our merchandise so that we can anticipate and address our customers' expectations, while providing a seamlessly integrated shopping experience. RFID technology is required for all stores and .COM merchandise, as specified in the EPC-Enabled RFID Technical Specifications.

[1] For convenience, the term "Macy's" is used to refer to all of the entities affiliated with Macy's, Inc., including those that operate Bloomingdale's, macys.com, bloomingdales.com, and the Bloomingdale's Outlet Stores unless otherwise specified.

Scope of Macy's Vendor Standards

Macy's is constantly striving to improve our operations and increase efficiencies. When changes affecting our vendors are implemented, notifications are communicated to all registered macysnet users. All instructions and materials, including the provisions of these Vendor Standards, are subject to change, usually upon notice from Macy's. Subject to such future changes, the Vendor Standards generally apply to:

1. Every Macy's family of business (FOB) and to all of Macy's entities, except Macy's Backstage, unless otherwise specified (i.e., Macy's, Bloomingdale's, and Bloomingdale's Outlet Stores). To assist in ensuring all applicable documents are reviewed, a New Vendor Onboarding document has been posted on macysnet. This document also provides valuable contact information as well as a new vendor checklist. Guides exclusive to doing business with Macy's Backstage are available under the Macy's Backstage section on macysnet.

2. Note that, samples provided to Macy's merchants with a cost and/or retail value must be sent via a Macy's distribution center. Samples with no cost and/or retail value may be sent freight pre-paid directly to a Macy's buying office.

3. "Big Ticket" vendors (i.e., furniture, bedding, and rugs) are also subject to the Furniture, Bedding, and Rugs Standards, as well as to the Vendor Standards.

4. Vendors, including Big Ticket vendors, which participate in our Vendor Direct Fulfillment (VDF) program with any Macy's entity, also are subject to our specific VDF Supplemental Standards.

5. Domestic private label vendors of Macy's Private Label, which are subject to the applicable Vendor Standards, are also subject to the Master Purchasing Agreement, including Exhibit B – Private Label.

2023 Macy's Vendor Standards Summary of Changes

The 2023 Macy's Vendor Standards encompass all standards related to store, .COM, and Vendor Direct merchandise.

Information in this publication is organized to parallel the life cycle of merchandise preparation and movement. However, it is highly recommended that these 2023 Vendor Standards be reviewed in their entirety. Changes are highlighted throughout the document, with significant updates and changes listed below. Please ensure that all appropriate personnel in your organization particularly familiarize themselves with the portions of these Vendor Standards applicable to their duties.

Section	Subject/Description
Throughout document	Previous references to "CFC" have been changed to ".COM". .COM requirements are applied to all purchase orders that include a pool stock location, as defined in the corresponding Store to DC Listing, posted on macysnet.com.
Technology, EDI, and RFID	Email address update.
EDI General Standards and Documents	EDI 810 Invoice required from all vendors. EDI 846 Inventory Data required from certain vendors.
EDI General Standards and Documents	List of VANS (Value-Added Networks) that now interconnect with Inovis/Open Text.
Ticketing Standards Presentation, Preparation, Packaging, and Packing Standards	Store and .COM standards have been consolidated by section (i.e., redundancies in previous versions removed).
Macy's Transportation Standards	Information regarding Ready to Ship calculator and InDC dating. Updated contact information.
Return to Vendor Alternatives	Donation of eligible returned and unsold products.
WERCSmart	Regulatory product classification services for all Beauty vendors.
Anti-Corruption, Bribery, Conflict of Interest, Gift Giving, and Acceptance	Information added regarding Anti-Corruption and Bribery.
Appendix H – Expense Offsets	Increases from .60/unit to .75/unit for certain expense offsets.

Macysnet.com

All communications regarding the Vendor Standards are communicated to registered macysnet users as a matter of course. Macy's strongly recommends that companies that operate in the following capacities register with macysnet.

Company Type	Description	Information available (*Registration Required)
Macy's Resale Vendor	Sellers of merchandise to Macy's for resale ("Resale Vendors")	• Vendor Standards • EDI Mapping Guides • *Routing Guide • *EPC-Enabled RFID Technical Specifications • *Email notifications on operational changes and announcements • *Shipment/Pick-Up Requests • *Accounts Payable Information (e.g., check detail) • *Payment/Chargeback Dispute Resolution
Accounts Receivable Factor	Factor for vendors	• Vendor Standards • *Email notifications on operational changes and announcements • *Accounts Payable Information (e.g., check detail) • *Payment/Chargeback Dispute Resolution
Public Warehouse	Ships merchandise for vendors	• Vendor Standards • EDI Mapping Guides • *Routing Guide • *EPC-Enabled RFID Technical Specifications • *Email notifications on operational changes and announcements • *Shipment/Pick-Up Requests
Carrier	Transports shipments	• *Email notifications on operational changes and announcements. • *Access to Load Tendering

Click here for instructions on how to register for macysnet. The following elements are generally required to register, with certain requirements varying by type of registering company and user role.

1. Vendor Account Number (required for Macy's Resale Vendors, Accounts Receivable Factors, and Public Warehouses): 12-digit number assigned and authorized by Macy's. New vendors receive this information in written format upon the completion of the merchant-initiated set up. Factors and Public Warehouses must obtain this account number directly from each of their vendors.

2. Carrier SCAC or industry standard carrier alpha code is required for Carriers.

3. Email Address.

4. Web Browser: Macysnet is fully functional using Chrome or Edge browsers. For technical questions regarding macysnet or browser compatibility, please send an e-mail to helpdesk.macysnet@macys.com or call 513-782-1499.

Technology, Electronic Data Interchange (EDI), and Radio Frequency Identification (RFID)

EDI General Standards and Documents

1. Macy's requires vendors to utilize industry-wide technologies. In order for a new vendor to be set up as a Macy's vendor, a GS1 certificate and GS1 company prefix must be established. For that and other reasons, new vendors (as well as vendors who are changing their EDI-related technology) must contact Macy's EC Technology Department regarding their technological capabilities. Please note the following contact information for Macy's EC Technology Department and additional useful technology resources:
   - Macy's Electronic Commerce Technology: 513-782-1222, email ectech@macys.com
   - GS1US: 937-435-3870, www.gs1us.org
   - National Retail Federation: 800-673-4692, www.nrf.com
   - Inovis/OpenText (Macy's preferred Value Added Network): 877-446-6847, www.opentext.com

2. Vendors must be EDI capable, trade all required documents, each in the appropriate version, and be compliant with Macy's mapping guides. All applicable EDI documents are traded at the U.P.C., GTIN, or EAN level. GS1US provides specifications on SSCC-18 (Application Standard for Shipping Container Codes).
3. Macy's EDI documents include:
   a. Outbound from Macy's:
      i. 850 Outbound Purchase Order (including bulk/release and retransmission) – Required to all vendors
      ii. 204 Carrier Tender – Required to all carriers
      iii. 820 Remittance Advice – Required to all vendors
      iv. 852 Sales Data – Sales information provided to Macy's vendors upon request
      v. 180 Return Merchandise Authorization and Notification – Available to any vendor participating in the Macy's Destroyed In Field program (see Other Macy's Programs, Cosmetic and Fragrance Destroyed In Field (DIF))
      vi. 856 Outbound Advance Ship Notice (RTV) – Required to all vendors
      vii. 997 Functional Acknowledgement – Required to all trading partners
   b. Inbound to Macy's:
      i. 810 Invoice – Required from all vendors
      ii. 832 U.P.C. Catalog from GXS/Open Text – Required from all vendors
      iii. 846 Inventory Data – Required from select vendors
      iv. 850 Inbound Purchase Order – Select vendors only
      v. 855 Inbound Purchase Order Acknowledgement – Select vendors only
      vi. 856 Advance Ship Notice – Required from all vendors
      vii. 210 Motor Carrier Freight Details and Invoice (inbound to Cass Information Systems) – Required from all carriers
      viii. 212 Motor Carrier Delivery – Required from selected LTL carriers
      ix. 214 Transportation Carrier Shipment Status – Required from all carriers
      x. 990 Response to Load Tender (204) – Required from all carriers
      xi. 240 Motor Carrier Package Status – Required from all carriers

4. Vendors must consistently produce and use compliant, high-quality GS1 128 barcodes. For additional information on barcode utilization, contact GS1US.
5. In order to maximize the effective use of EDI and enhance the accuracy of Macy's EDI processes, Macy's has designated Inovis/OpenText as Macy's preferred value-added network (VAN). All EDI documents are to be traded directly from GXS to Macy's with no interconnecting VAN or direct U.P.C. catalog (EDI832). Inovis/Open Text can interconnect with the following VANS. Contact EDISupport@macys.com to see if VANS not on this list can be supported.

Network ID	Network Description
ATTMB	Easylink

CCI (through Commport)	CCI through Commport
COVISMB	COVISINT
DESCARTESMB	Descartes Systems, formerly Transettlement - Mailbag
EDINETMB	Liaison, NuBridges,
EDSMB	HP Enterprise, formerly EDS ELIT - Mailbag
GEISFTPMB	GXS VAN
ICONNECT	Iconnect
INTRDEMB	Intertrade
KLEINSMB	Kleinschmidt
LORENMB	Loren Data
ORDERNETMB	Ordernet, Sterling
YORK2MB	YORK WORLDWIDE
YORKMB	SPS Commerce VAN, Commerce VAN

6. All EDI documents, including EDI856 and EDI810 documents, which are transmitted to Macy's, must reflect the selling unit at the U.P.C./GTIN/EAN level. A selling unit, sometimes referred to as an "each" is Macy's only acceptable unit of measure. Every U.P.C./GTIN/EAN must equate to the applicable each or selling unit (e.g., a pair of shoes, a package of pillowcases, and all 3 pieces of a 3-piece suit that are not sold separately are examples of an "each"). Pre-pack codes must be converted to the component U.P.C./GTIN/EAN before transmitting inbound documents, which must reflect shipped quantities based on the selling unit or eaches, as identified by its U.P.C./GTIN/EAN code.
7. Use only the single code transmitted in the outbound EDI850 Purchase Order to identify a selling unit or each. Do not use multiple U.P.C./GTIN/EAN codes on any single selling unit.
8. All EDI documents must remain unmodified for RFID implementation. This includes the EDI 856 Advance Ship Notice. Do not transmit EPC #s in lieu of U.P.C./GTIN/EAN codes, etc.

Radio Frequency Identification (RFID)

Radio Frequency Identification (RFID) has been rolled out successfully into most families of business (FOB's). As anticipated, the use of RFID has provided more accurate item file information, which helps to ensure that our customers will have the right product in the right place at the right time. As the rollout proceeds, many additional technology benefits will be realized, and more importantly, will serve to support our Omni channel initiatives. We require that tags are provided in accordance with our **EPC-Enabled RFID Technical Specifications**. Access to this document requires macysnet log-on. (See RFID section). This applies to all store and.COM merchandise for those departments outlined. Questions regarding this initiative should be addressed with the appropriate contact listed in the EPC-Enabled RFID Technical Specifications. Note that integrated U.P.C./EPC tickets should be utilized and therefore, the physical appearance of the ticket should not change, other than the addition of the EPC trademark symbol.

U.P.C. Catalog

1. Macy's requires a single Product Identifier to represent a style and utilization of the GS1 US color and size fields to further define colors/sizes within the style so as to create a single record for each product that we purchase. NOTE: It is essential that where Macy's is acquiring merchandise from an intermediary, that such intermediary, such as a dealer or licensee, has the written consent of the manufacturer or source of the merchandise to use the proper single product identifier coding for each item of merchandise.
2. U.P.C. cost must be the same for all channels, (e.g., stores, .com and Vendor Direct).

3. All merchandise must be included in the GS1US compliant U.P.C./GTIN/EAN catalog from GXS/Open Text that meets all industry standards. GXS catalogs will be profiled and granted access for nightly automatic downloads only after Macy's confirms the catalog satisfies Macy's requirements.
4. New vendors must obtain Macy's approval and verification of catalogs before data is made available to Macy's merchants for purchase.
5. Vendors must provide all relevant attribute information and product images in accordance with the GS1 Voluntary Guidelines for Exchanging Extended Attributes for eCommerce. All attributes, images, and U.P.C. requirements are detailed in Appendix A.
6. All transmitted data must be in English. Accurate, user-friendly product descriptions are critical.
7. Vendors in production status must contact EC Technology (513-782-1222, email financialec@macys.com) at least 60 days prior to any system changes that affect key data elements in the catalog. Vendor data element changes due to system updates, migration, merger, or any other reason must also be reported to Macy's via financialec@macys.com at least 60 days before implementation.
8. Vendors utilizing the GXS catalog with fewer than 100 U.P.C./GTIN/EAN codes may enter data via the internet after securing GXS (877-446-6847, www.gxs.com) clearance to do so.
9. Macy's systems accommodate up to 14-digit GTIN codes as defined by GS1US. However, Macy's will continue to utilize 12-digit U.P.C. and 13-digit EAN codes. Do not add leading zeroes to expand a 12 or 13-digit code. Additional digits should only be used to convey meaningful packaging hierarchy. As previously stated, GS1 US standard color and size code information must be utilized.
10. Vendors must assign one U.P.C./GTIN/EAN code for each item at the ID/PID/Vendor Style #/GS1 US color and size level and consistently use that code for that item on all reorders and orders by subsequent Macy's entities or Bloomingdale's entities, as applicable because of the requirement for consistent coding for the same item within all Macy's retail channels and all Bloomingdale's channels, respectively.
11. All other required data elements must also be assigned on the same, consistent basis. Data in the catalog must exactly match the corresponding line list, ticket, and all other printed media. This covers colors, sizes, and PID (including single spaces, no leading spaces, special characters, and zeroes).
12. If a product does not utilize color parameters, use "000" in the color code and "no color" in the description. If a product does not utilize size parameters, use "00000" in the size code and "no size" in the description.
13. After U.P.C./GTIN/EAN size criteria have been confirmed by Macy's, the definition cannot be changed; for example, S/M/L cannot be changed to 5/7/9.
14. If the same item is sold in stores and.COM, it must be either asset or consignment for both with an identical U.P.C./GTIN/EAN code and PID for a given item.
15. U.P.C./GTIN/EAN codes must be assigned and included in the catalog for all collateral (e.g., testers, display fixtures, brochures), GWP, and PWP merchandise. EDI856 documents must include all required elements for this merchandise. All GWP and PWP items must be ticketed with the correct U.P.C./GTIN/EAN for auditing, point of sale, and inventory purposes. Collateral items do not require ticketing, however, "collateral" must be marked on the inner package.
16. U.P.C./GTIN/EANs may not be reused. Reuse of U.P.C./GTIN/EAN information may result in expense offsets. For further information on this GS1 directive, see: https://www.gs1us.org/what-we-do/standards/gtin-no-reuse
17. U.P.C./GTIN/EAN code assignment, ticketing, and catalog are required for furniture, bedding, and rugs tracked on Macy's Reservation Delivery System (RDS) and all custom order items must be assigned a "stock" U.P.C./GTIN/EAN. For additional information, please review the Furniture, Bedding, and Rugs Standards.
18. The same PID/GS1 US color must be assigned to a Vendor Case Pack U.P.C. and all of the U.P.C.s included in the case pack. A common selling pack size must be provided across all channels when the same PID is sold to multiple channels to support the Omni channel strategy.
19. Macy's Vendor Masterfile Department must be notified when a new GS1 ID will be utilized. U.P.C. s must exist in the catalog for the new GS1 ID before notification. Complete the GS1 Company Prefix Add form and email to hvendor@macys.com.

EDI850 Purchase Order

1. The Master Purchasing Agreement applies to all purchases and will be strictly enforced.
2. EDI850 Purchase Orders are used exclusively. Phone orders, paper orders, worksheets, and verbal commitments should not be accepted in place of an EDI purchase order.
3. Requests to change purchase orders must be communicated and agreed to between both merchant and vendor parties. Once approved by both parties, those changes must be made to the corresponding purchase order and must be "reEDI'd" to the vendor before shipment. If a vendor cannot accept a retransmitted

purchase order, they must coordinate with the merchant to cancel the original purchase order and receive a new purchase order via EDI without losing shipping priority. Unordered merchandise expense offsets may be applied to these situations in the absence of revised or replacement EDI purchase orders.

4. Questions, changes, and setup for EDI850 must be addressed with the appropriate contact as listed in the Technology Contact List.
5. Vendors are required to utilize the "InDC" date for all orders. This is the date by which all merchandise must be received at a Macy's Distribution Center.
6. Merchandise shipped that does not comply with the style, color, size, location distribution or other elements of the applicable purchase order may result in an expense offset even if Macy's accepts the merchandise. This includes style and/or color and size substitutions and over-shipments by specific store location.
7. In addition, expense offsets may be assessed if U.P.C.s are rejected at point of sale. These are considered concealed substitutions, or substitutions not included on the vendor's incoming EDI 856 Advance Ship Notice. Because they are concealed, they are not discovered until they are scanned and rejected at point of sale. Since this discrepancy is discovered at point of sale, a purchase order is not available and therefore, a purchase order will not be listed on the expense offset transaction.
8. U.P.C. cost must be the same for all channels (e.g., stores, .com, and Vendor Direct).
9. Macy's reserves the right to reject unauthorized shipments sent directly to stores, unauthorized substitutions, invalid orders, canceled and late orders, early shipments, over shipments, and duplicate shipments. Macy's may place rejected merchandise with a specific carrier to be delivered to the vendor for disposition. Expense offsets may be applied to these situations.
10. Furniture and bedding vendors may be assessed late fees and expense offsets when purchase order InDC and cancel dates are extended to accommodate a vendor's delayed delivery. Expense offsets may be applied to non-delivery of bedding. Non-delivery due to purchases outside the Local Vendor Inventory (LVI) guidelines will not be assessed expense offsets.
11. Quick Response/Replenishment vendors must:
    a. Have merchandise available to achieve at least a 95% fill rate.
    b. Be able to ship complete (i.e., no backorders) within 48 hours of EDI PO transmission, with no substitutions.
    c. Collaborate with Macy's merchants and planners to meet seasonal objectives. This includes developing, validating, and maintaining merchandise assortments and maximizing return on inventory.
    d. Utilize Macy's EDI846 Inventory Advice and EDI852 Product Activity (Sales) and merchant projections to accurately forecast Macy's merchandise needs and ensure shelf stock are at the appropriate levels.
    e. Accommodate Macy's internal systems to manage replenishment.
    f. Communicate changes in pricing to Macy's merchants in writing at least 2 months before the effective date. Confirm changes are reflected in purchase orders with InDC dates after the effective date.
12. EDI850 transmissions INBOUND to Macy's must include all collateral U.P.C., GTIN, or EAN codes. Before retransmitting any inbound EDI850, contact the appropriate office as identified in the Technology Contact List.

EDI856 Advance Ship Notice

1. Vendors new to EDI with Macy's must first submit the EDI Startup Form. EDI856 testing may not begin until the vendor has electronically provided Macy's with a validated U.P.C. Catalog. One hundred percent compliance with Macy's EDI mapping guides is required. This includes accurate and complete information (e.g., valid, active Macy's PO numbers). Macy's strongly recommends the "scan and pack" method for generation of the EDI856. The mapping guides also outline the required hierarchy.
2. Vendors will be placed in test status until EDI856 data is found to be timely and accurate. Test status EDI856 transmissions cannot be utilized by Macy's distribution centers, and therefore, vendors remaining in test status due to inaccuracies in EDI856 and/or GS1 128 data longer than 30 days may incur expense offsets as merchandise must be manually processed.
3. Once in production, vendors who transmit EDI856 data found to be inaccurate when compared to the physical merchandise may be moved back into test status. This will result in the merchandise being processed manually and the corresponding expense offset being processed to the vendor's account. Shipments will continue to be audited and expense offsets generated until inaccuracies consistently no longer exist, and the vendor is authorized to return to production status.
4. An EDI856 must be transmitted and successfully accepted into Macy's systems before merchandise arrives at the distribution center, including merge centers. See the Macy's Routing Guide for additional information concerning merge centers. Macy's retrieves inbound EDI data frequently; however, vendors should allow three

(3) hours of data processing time (i.e., ASNs are to be sent at least 3 hours before the anticipated time of delivery). EDI856 transmissions must be sent immediately after the truck door has closed.

5. To maintain the integrity of Macy's EDI documentation program, it is imperative that all EDI856 and corresponding GS1 128 data, including physical labels, are timely and accurate.
6. Expense offsets may be assessed if U.P.C.s are rejected at point of sale. These are considered concealed substitutions, or substitutions not included on the vendor's incoming EDI 856 Advance Ship Notice. Because they are concealed, they are not discovered until they are scanned and rejected at point of sale. Since this discrepancy is discovered at point of sale, a purchase order is not available and therefore, a purchase order will not be listed on the expense offset transaction.
7. Macy's requires a consolidated EDI856 with carton and U.P.C./GTIN/EAN level information for every shipment sent to a Macy's distribution center, including merge center or directly to a store.
8. EDI856 transmissions that are late, missing, unable to be used due to invalid information, and/or not compliant with all required data elements as defined in the EDI mapping guides, are subject to expense offsets.
9. Each EDI856 for shipments processed through a Macy's DC must accurately reflect the 2-digit DC alpha code. DC alpha codes can be determined by reviewing the Small Ticket, Jewelry, and Fashion Accessories, or Big Ticket Store to DC Listings. Macy's Routing Guide provides additional shipping information for special FOBs such as Fine Jewelry.
10. EDI856 transmissions for merchandise shipped by any mode other than small package must be consolidated by BOL. A separate EDI856 must be provided for each BOL. For multiple truckloads, a unique BOL must be assigned to each trailer and therefore, separate EDI856 documents transmitted.
11. EDI856 transmissions for merchandise shipped via small package carrier must have one EDI856 per carton with the tracking number transmitted in the REF 02, using the BM qualifier.
12. The EDI850 PO may contain a PO cross-reference in the REF 02, with CO qualifier in the REF 01. This number must NOT be used on the inbound EDI856 ASN; rather the actual PO number found in the BEG 03.
13. Master pack shipments must include one MAN segment per inner carton.
14. If an EDI856 must be retransmitted, it must be identified as a replacement document by assigning the purpose code of "07" in the BSN 01 segment. If an EDI856 cannot be retransmitted and requires manual handling of cartons, an expense offset may be assessed.
15. Do not include U.P.C./GTIN/EAN data for merchandise not shipped (i.e., 0 quantities).
16. Vendors must notify Macy's EC Technology (513-782-1222, email financialec@macys.com) 60 days before installation of new EDI systems or changes to existing systems, which may result in a return to test status and generate corresponding expense offsets.
17. If EDI856 transmissions are interrupted, contact Macy's EC Technology (513-782-1222, email financialec@macys.com). If an EDI856 will not be transmitted, provide packing slips by express mail or fax to the receiving facility. Expense offsets will be applied to all shipments without valid, accurate EDI856 documents at the point of merchandise receipt.
18. RDS vendors must supply packing slips to the receiving facility before the delivery appointment.
19. EDI856 transmissions are required for all shipments involving GWP and/or PWP merchandise.
20. NO CHANGES should be made to any EDI document, including EDI856 Advance Ship Notice, as a result of RFID implementation. For example, vendors should continue to transmit UPC-level information on the EDI856 Advance Ship Notice and EDI 810 Invoice. EPC-level information should not be transmitted in these documents.

GS1 128 Labels [2]

1. GS1 128 (SSCC-18) labels must be securely affixed to all cartons shipped to a Macy's Distribution Center or directly to a store.
2. The labels must match the corresponding EDI856 at the U.P.C./GTIN/EAN and location level.
3. GS1 128 labels must comply with GS1US specifications. Use either the 4" x 6" or 3" x 8" label format with a GS1 128 barcode that is 3.02" in length, 1.25" in height, and a .25" quiet zone on each side. Click HERE for GS1 specifications.
4. Only use GS1/EAN-128 subset C bar code symbology with the nominal X dimension of 20 mil.
5. Macy's transmits the Family of Business (Product Group), department number, and name in the EDI850 purchase order document (see EDI Mapping Guides). This same information must be printed on the GS1 128 label.

6. Macy's recommends that vendors implement an on-going GS1 128 barcode quality control program to ensure ANSI/ISO A or B print quality when scanning with a 10 mil aperture is being utilized.
7. Use only non-reflective ink and label stock.
8. Label stock should only be white.
9. For best results, use "smudge-proof" labeling ink, high-quality paper, and printers.
10. Inferior cardboard, overstuffed or under-packed cartons may adversely affect the ability to scan labels. In addition, improper packing methods also may result in lost or damaged merchandise for which Macy's will not be responsible.
11. GS1 128 labels that cannot be scanned for any reason are subject to expense offsets.
12. GS1 128 numbers must never be reused and must be unique at all levels (e.g., across all shipments regardless of Macy's entity and/or distribution center). Macy's recommends that vendors disable the ability to generate duplicate GS1 128 numbers.
13. GS1 128 numbers may only be duplicated when sending a retransmission of the EDI856.
14. The GS1 128 label must be placed on a conveyable side of a carton (i.e., the longest side of the carton). If a label must be placed on the front of the carton for shipping purposes, affix a duplicate label with the same code to the long side of the carton. If a duplicate label is used only the bar code and 20-digit human readable GS1 128 number is required on the long side carton label.
15. No bar codes other than the final destination GS1 128 may be placed on the outside of a carton. Secondary labels used for other purposes (e.g., Vendor inbound) with a 20-digit barcode are subject to expense offsets. Secondary barcodes must be removed or marked through vertically with a non-wax-based marker (i.e., do not use crayon).
16. Do not cover GS1 128 labels with tape or shrink wrap.
17. For cartons less than 4 ½ "in height, place the GS1 128 label on the top of the carton.
18. Do not place the label on a seam or corner and do not place it closer than 1 ¼" from any carton edge.
19. Place luggage labels on the long side of the carton and on the opposite side of the wheels to prevent the wheels from interfering with conveyor systems.
20. Labels must not cover product information on shipping cartons that also serve as the display/selling unit (e.g., vacuum cleaners, cookware).
21. Images of GS1 128 labels which could not be utilized and, therefore, were assessed expense offsets are available via the Chargebacks and RTVs activity on macysnet. Do not submit APForm inquiries requesting label images.
22. Click HERE for a Layman's guide to interpreting barcode element analysis. Additional information is also available at www.goodbarcodes.com.
23. For lamps and any other merchandise that requires multiple cartons per selling unit, contact Macy's EC Technology (513-782-1222, email financialec@macys.com).
24. Additional guidelines for Furniture and Bedding label placement are available in the Furniture, Bedding, and Rug Standards .

[2]Additional Information on GS1 128 labels is available in Appendix E.

EDI810 Invoices

1. All invoices must be transmitted via EDI using EDI 810 mapping. Vendors not capable of transmitting EDI invoices must send invoices to Accounts Payable (P.O. Box 8251, Mason, OH 45040). All non-EDI invoices are subject to expense offsets.
2. Adherence to Macy's EDI mapping guides is required. Missing and/or invalid data may result in expense offsets. This includes, but is not limited to a valid, active purchase order number and corresponding bill of lading.
3. EDI810 invoices must be transmitted to the appropriate Macy's divisional Trading Partner ID.
4. One EDI810 invoice must be sent for each store location per purchase order per Bill of Lading (shipment) and must correspond to the actual merchandise sent (i.e., must match the corresponding EDI856 Advance Ship Notice).
5. EDI810 invoices must reflect invoice terms and merchandise as transmitted on the EDI850 purchase order. Discrepancies between the invoice, purchase order, ASN, and physical receipt may result in delayed payment. Vendors should never include a specific dollar allowance/discount for the invoice total (SAC segment). This may result in duplicate deduction of discount (once from purchase order terms and once from invoice discount).

6. All EDI810 invoices must balance (i.e., quantities x costs minus allowances must equal the invoice total in the TDS segment).
7. Invoice numbers must be unique to the Macy's entity.
8. Invoice numbers must never be repeated and must not contain alpha or special characters and may never exceed a 10-digit length.
9. Freight will be deleted from all merchandise invoices that include freight charges (i.e., invoices will be paid net of freight).

EDI820 Remittance Advice/Electronic Funds Transfer

1. Macy's requires communication of remittance advice via EDI820; vendors not accepting the EDI820 and requiring paper advices are subject to expense offsets.
2. Macy's also recommends the Electronic Funds Transfer (EFT).
3. For additional information on the EDI820 and EFT, contact Macy's EC Technology (513-782-1222, email financialec@macys.com).

Reverse EDI856 Advance Ship Notice

1. The Reverse EDI856 Advance Ship Notice may be available for Return to Vendor (RTV) merchandise.
2. Detail shipment information is available via the Reverse EDI856. This data will be transmitted to the vendor in advance of the actual return shipment of the merchandise.
3. Vendor questions and requests regarding Reverse EDI856 should be addressed to Macy's EC Technology (513-782-1222, email financialec@macys.com).
4. Reverse EDI856 documents are transmitted for accommodation (pre-authorized seasonal and stock adjustments), special (specific return authorization), and damage returns. Shipments may originate from Central Return Centers (CRCs) or stores.

Ticketing Standards[3]

General Ticketing Standards – Stores and .COM

1. Due to RFID implementation, it is essential that all merchandise shipped to Macy's stores must have U.P.C./GTIN/EAN coding, with correct industry-standard barcode and RFID/EPC detail as further described in the EPC-Enabled RFID Technical Specifications. Do not use any secondary barcodes. Ensure that RFID antennae do not cross any retail ticket perforations. Note that integrated U.P.C./EPC tickets should be utilized and, therefore, the physical appearance of the ticket should not change, other than the addition of the EPC trademark symbol.
2. Macy's does not endorse a specific U.P.C. ticket provider; however, inlays for integrated U.P.C./EPC tickets and secondary EPC labels must be compliant with the approved inlays listed in the EPC-Enabled RFID Technical Specifications document, accessible after sign in to Macysnet.
3. Use only one U.P.C./GTIN/EAN code on each ticket and use only one EPC per RFID tag on each item. Generally, use only one ticket on each item (EXCEPTIONS: Boot boxes are to include U.P.C. tickets on two (2) adjacent box sides.) See EPC-Enabled RFID Technical Specifications for exceptions related to RFID Tags. Never use a combination of U.P.C./GTIN/EAN codes or multiple tickets on any one item except as described above.
4. All tickets must meet GS1 specification in that a 100% nominal "version A" U.P.C./GTIN/EAN format barcode must be 1.25" in length (including quiet zone) and 1.0" in height, with the narrowest bar or space width of 13 mil (+/- 4 mil).
5. The quality of barcodes must comply with Macy's scanning technologies, including audit, point of sale, and inventory systems. ANSI/ISO 3 or 4 printing quality when scanning with a 6 mil aperture is generally acceptable but to ensure quality, it is recommended that vendors institute an ongoing barcode quality control program.
6. Tickets placed on the outside of a carton for inner contents (i.e., "Piggyback" tickets are prohibited).
7. Coverings of any type, including plastic sleeves are not permitted on the U.P.C. ticket.

8. Macy's requires color and size coding in accordance with GS1US industry-standardized color-coding guideline. All sized merchandise must have clearly visible sizing on tickets (e.g., 8, 10, 12 or Small, Medium, Large), printed in bold in at least 18-point font.
9. If Macy's has issued "in-house" U.P.C.s and a vendor is not capable of producing U.P.C./GTIN/EAN tickets that comply with these standards, Fineline Technologies is recommended for the production of tickets for these in-house U.P.C.s. Vendors requiring in-house U.P.C.s are expected to become compliant within 30 days from initial set-up.
10. RFID/EPC inlays must comply with the requirements as specified in the EPC-Enabled RFID Technical Specifications (macysnet sign-on required).

[3]Additional information on Ticketing Standards is provided in Appendices B, C and D and in the RFID Section.

General Ticketing Standards - .COM Only

1. All merchandise must also be labeled with an additional U.P.C. barcode label with the human-readable number affixed to the outside of the packaging and/or polybag. The retail price does not need to be included on the label. All merchandise shipped on hangers must have a U.P.C. ticket on the outside of the polybag attached to the front of the item, 5" below the hanger.

Retail Ticketing Standards – Stores and .COM

1. Retail ticketing must comply with the departmental listing in Appendix B.
2. The EDI850 purchase order defines the retail to be displayed on the U.P.C./GTIN/EAN ticket.
3. Retails must be clearly printed using at least an 18-point bold font.
4. Only one price should be printed on U.P.C./GTIN/EAN tickets.
5. Zone 6 should be used for Macy's retail. NOTE: If zone 6 is used for Macy's retail, zone 7, which is only to be used for the Manufacturer's Suggested Retail Price (MSRP), MUST BE LEFT BLANK.
6. If Macy's has issued "in-house" U.P.C.s and a vendor is not capable of producing U.P.C./GTIN/EAN tickets that comply with these standards, Fineline Technologies is recommended for the production of retail-only tickets for these in-house U.P.C.s. Vendors requiring in-house U.P.C.s are expected to become compliant within 30 days from initial set-up.

Ticket Attachment and Placement – Stores and .COM

1. U.P.C./GTIN/EAN tickets must be securely affixed to merchandise using an attachment that cannot be easily removed from the merchandise (e.g., swift attachment for apparel). Only fused string securely attached to the merchandise may be used as an alternative to swift attachments.
2. RFID/EPC tickets must be applied as specified in the EPC-Enabled RFID Technical Specifications (macysnet sign-on required). Ensure that RFID antennae do not cross any retail ticket perforations.
3. Tickets must be clearly visible to customers and sales associates.
4. Tickets may not be seeded in shipping cartons.
5. Macy's prohibits the use of pins of any kind on any merchandise except men's folded dress and woven shirts.
6. Do not loop strings around buttons or through buttonholes.
7. If fabric damage is probable, tickets should be swift attached through the sewn-in label in the neck or waistband. If the merchandise is tagless, the ticket should be attached in the nearest neck/waistband seam allowance.
8. For hard lines merchandise, such as metal, paper, china, and glass, labels must be applied using a removable adhesive.
9. For boxed/packaged merchandise that can be displayed and/or sold out of the package, ticket both the package and individual units.
10. Jewelry must have U.P.C. information on outer packing as well as individual items. "Generic" watch boxes should not be U.P.C. marked.
11. If merchandise is to be sold ONLY as a set, only one U.P.C./GTIN/EAN ticket must be attached to the outside of the package.
12. Merchandise sold ONLY as a set but not packaged together (e.g., salt and pepper shakers) must have one piece marked with a full U.P.C./GTIN/EAN ticket. Each additional piece must be marked with a ticket that

includes the PID (style #), color, and size. Each ticket must also clearly state how many pieces are in the set. Only include one EPC per set.

13. TABLETOP:
    a. Only white plastic U.P.C. tickets with an adhesive grade comparable to Avery Dennison OGAR-88NRAC Spec Number 74896 may be used.
    b. Merchandise sold individually ONLY: Must have each unit ticketed with U.P.C./ GTIN/EAN-coded ticket, and the outer carton must be marked with the "each" U.P.C./GTIN/EAN. For example, wine glasses sold individually but boxed in 4's must have a ticket on each stem and 4 tickets on the outside of the box.
    c. Merchandise sold as sets ONLY: Only one U.P.C./GTIN/EAN ticket must be attached to the outside of the package and one piece of the set must be marked with a full detail U.P.C. ticket. Each ticket must clearly state the total number of pieces in the set (e.g., 4-piece place setting). Only include one EPC per set. If not packaged together (e.g., salt and pepper shakers), one piece must be marked with a full U.P.C./GTIN/EAN ticket. Each additional piece must be marked with a ticket that includes the PID (style #), color, and size. Each ticket must also clearly state how many pieces are in the set.
    d. Merchandise sold individually OR as a set: Must have a U.P.C./GTIN/EAN ticket for the set as well as separate tickets for each component. For example, wine glasses sold as a set of 4 or individually must have the SET U.P.C./GTIN/EAN ticket on the package and the INDIVIDUAL U.P.C./GTIN/EAN ticket.
14. Address questions regarding merchandise being sold individually or in sets to the appropriate Macy's merchant.

Multi-Piece Ticket – Stores and .COM

1. Multi-piece garments include any merchandise where more than one piece is included in the U.P.C./GTIN/EAN.
2. For multi-piece garments, the top or primary garment must be marked with one full detail U.P.C./GTIN/EAN ticket. All other pieces must have a ticket that includes PID (style #), color, and size.
3. In an effort to reassemble sets, if they become separated, an optional barcode may be included on the ticket for the non-primary piece(s). However, this barcode may not be the actual "set" U.P.C. It is recommended that an alpha character be added to the U.P.C. number and the U.P.C. check digit modified.
4. Every piece must include a ticket clearly indicating how many pieces are in the set. This specification applies to apparel only and does not apply to accessories such as a headband on a girl's dress.
5. Accessories such as hats, headbands, gloves, belts, and extra items such as buttons and beads must be swift attached (i.e., pins may never be used). Accessories must be noted on the U.P.C./GTIN/EAN, ticket (e.g. garment and hat).
6. Macy's recommends including U.P.C./GTIN/EAN, PID #, barcode, and/or multi-piece indication on the sewn-in care label on all apparel to allow for permanent merchandise identification for every component. Vendors should contact their label maker for additional information.
7. RFID/EPC tickets are to be attached only to the primary garment of multi-piece, attached sets.

Miscellaneous Tickets – Stores and .COM

1. Small specialty tags are required for items such as jewelry and watches that are too small for standard U.P.C./GTIN/EAN tickets. In addition, compliance with jewelry ticketing standards is required for fine, silver, and bridge jewelry. Therefore Data 2 (http://www.data2.com/, 800-227-2121) must be used.
2. Lamps are to be ticketed with one U.P.C./GTIN/EAN for the entire lamp, with the base and shade preferably packed in one carton. Questions regarding lamp ticketing are to be referred to 513-782-1222.
3. Use the prescribed International Standard Book Number (ISBN) for books.
4. Some trend jewelry tickets may require additional information. Consult your merchant to determine if this is a requirement for your merchandise. Tickets that require additional information should follow these standards:
    a. Trend 2: "288" as well as "T2" and the quarter (e.g. "288 T2 Q4").
    b. Fast Trend: "Fast Trend".

Presentation, Preparation, Packaging, and Packing Standards

General Standards - Stores [4]

1. All merchandise must be received in "floor ready" condition in that it is ready for immediate placement on the selling floor.
2. For apparel, the buyer will determine if the merchandise will be displayed folded or hanging. If hanging, merchandise must be on the appropriate hanger, as detailed in Appendix F. If folded, merchandise must have a size strip.
3. Minimize tissue or other materials placed inside the garment. Store merchandise inserts should be limited to:
    a. One piece of tissue or cardboard for folded sweaters
    b. One piece of cardboard for folded dress and woven shirts
    c. Plastic or cardboard collar inserts for folded dress and woven shirts
4. Hanging garments may be covered with a clear, dry cleaning style plastic (1 mil) bag. If merchandise is covered in plastic the hanger hook must be exposed and the plastic must be removable in one motion. Multiple items in one carton may go in one plastic bag.
5. The appropriate packing materials must be used to protect merchandise.
6. If polybags must be used to protect the merchandise, only clear plastic, dry-cleaner style bags (1 mil) may be used. Plastic bags must be easily removed in one motion.
7. Pins, including safety pins, are ONLY allowed on men's folded dress and folded woven sports shirts. To reduce the safety liabilities, shirt manufacturers are encouraged to consider pin alternatives. Pins of any kind on any other product are prohibited.
8. Tiebacks or clips on any type of merchandise are not allowed.

[4]Additional information available on Hangers available in Appendix F.

Size Strip Standards – Stores

1. Size strips must be applied to all merchandise displayed on a table in stores.
2. Size dots may not be used (i.e., a strip must be used and cover the customer-facing fold in the merchandise).
3. Size strips must be specific. For example, men's slacks, must include waist and inseam sizes.
4. Size strips are recommended but not required for folded dress and woven sport shirts.
5. Fine gauge fabrics such as silk and cashmere and graphic t-shirts should use size strips with adhesive specific to delicate fabrics.

Hanger Standards – Stores and .COM

1. For .com merchandise, see Appendix G to determine if merchandise should be folded in a polybag or shipped on a hanger. Only merchandise in departments in Appendix G should be shipped on hangers.
2. All merchandise shipped on a hanger must be shipped on the appropriate, industry-standard hanger as detailed in Appendix F.
3. Certain children's size ranges require colored sizers. See Appendix F for further detail.
4. Non-slip hangers must be used for all wide-neck tops.
5. Do not use loose foam coverings or inserts on top or bottom hangers. Attached foam inserts on top hangers are only permissible if they are not visible and recyclable/compostable.
6. Hanger hook must be exposed outside of any plastic covering.
7. Cover each hanging or folded garment with a clear, dry-cleaning style plastic (1 mil) bag. If merchandise is covered in plastic the hanger hook must be exposed and the plastic must be removable in one motion.

General Standards[5] *- .COM Only*

1. Merchandise must be packaged by individual selling unit (i.e., eaches).
2. Merchandise must be packaged in a way that it is immediately available to send to the consumer. Breakable merchandise such as cosmetics and Fragrance, decorative home, tabletop merchandise, and electronics must be packaged to protect the merchandise when shipping via a small package carrier to the consumer.
3. Any merchandise that is not packaged in a display box or container must be individually polybagged.
4. Items packaged in individual snap or zipper bags (e.g., bedding) do not require an additional polybag.

5. Gift-wrapped/boxed items (e.g., candy) must be polybagged to prevent damage to the presentation.
6. Boxes with openings (e.g., slippers, gadgets, underwear) must be placed in a polybag.
7. All merchandise must also be labeled with an additional U.P.C. bar code label with the human-readable number affixed to the outside of the packaging and/or polybag. The retail price does not need to be included on the label. All merchandise shipped on hangers must have a U.P.C. ticket on the outside of the polybag attached to the front of the item, 5" below the hanger.
8. Boxed, hardline products where the packaging length and/or width is greater than 14.5 inches or where the package weight exceeds 8 pounds, must be shipped as single units and be contained within a corrugate overwrap that can be used to ship to the consumer. U.P.C. and the product description must be visible on the corrugate overwrap. Retail price must not be visible on the corrugate overwrap.
9. Only merchandise in departments in Appendix G should be shipped on hangers. All other merchandise should be folded and poly-bagged.

[5]Additional information available on hanging/folded merchandise preparation available in Appendix G.

Polybag Standards - .COM Only

1. All merchandise must be individually polybagged.
2. Units sold as sets must be packed in the same polybag.
3. Polybag material must ensure protection and presentation of the items through delivery to the consumer.
    a. Polybags must be between .9 and 1.5 mil in thickness and made of polyethylene. Polypropylene and cellophane bags are not allowed.
    b. Polybags thinner than 1 mil must contain the following caution statement: "WARNING: To avoid the danger of suffocation keep away from babies and children. Do not use in cribs, beds carriages, and playpens."
    c. Vented, self-sealable bags are recommended for all merchandise types. Holes of any other type are not permitted except for leather, suede, and fur items.
    d. Leather, suede, and fur items must be shipped in polybags with vents or holes to allow the material to breathe. If vented bags are not used, merchandise must be wrapped in paper to prevent damage while being warehoused.
    e. Only clear plastic polybags may be used.
    f. Polybag markings of any kind must not cover U.P.C. information.
4. All polybags must be securely sealed to maintain the cleanliness of merchandise during storage and delivery. The following types of closures are permitted:
    a. Heat sealed closures
    b. Resealable closures
    c. Folded and taped with clear tape
    d. Folded with a flap closure. Flaps must be long enough to ensure product is not exposed when handling.
5. Merchandise shipped in a polybag must maintain its folded form within the sealed polybag.
    a. Margins between the garment and edge of the bag must be a minimum of 1/16" and a maximum of 1".
    b. If necessary to protect the integrity of the merchandise, use lightweight cardboard inserts to ensure merchandise maintains its form within the polybag.
6. The appropriate polybag sizes should be used for hanging merchandise that will ensure the entire garment is covered and sealed on all sides. The polybag should be no longer than 6" below the bottom of the garment.
7. Individual snap/zipper bags (e.g., bedding) are acceptable and do not require an additional polybag.
8. Gift-boxed items must be individually polybagged to prevent damage to the box. The U.P.C. must be on the outside of the polybag for all gift-boxed items.

Carton Packing Standards – Stores and .COM

1. If merchandise must be folded, use only one fold at the bottom of the garment.
2. Pack merchandise flat in cartons with the front side facing up.
3. If merchandise is shipped on a hanger (see Hanger Standards and Appendix G):
    a. Carton width must allow hangers to fit squarely in the carton and not at an angle.

b. Attach 2 piece garments together only by locking the coordinating loop of the bottom hanger through the loop of the top hanger. Do not attach the bottom and top hangers together by binding together (e.g., rubber band) at the hanger hook.
c. Bundle hangers with string or rubber bands only if necessary to prevent wrinkling but do not use metal or tape.
d. Alternate position in carton every 6 garments to eliminate excess bulk at one end of the carton, maximize capacity of cube and prevent shifting.
e. Place cardboard or tissue between alternating positions only if necessary to reduce the shifting of contents.

4. Close all buttons, zippers, hooks, etc.
5. Delicate items should be placed on top to prevent crushing.
6. The appropriate sized carton should be used (i.e., avoid overpacking or underpacking cartons). Ideally, merchandise should be packed 1/4" below the top and 1/8" from the sides of the carton. Overstuffed and underfilled cartons may break, resulting in unconveyable cartons and/or lost or damaged merchandise for which the vendor will be responsible. Only if absolutely necessary, use thick paper (i.e., not tissue, to fill under packed cartons).
7. All products manufactured or transported in environments that may make them susceptible to mold must include anti-desiccant packing materials (e.g., silica gel packets/sheets). The materials must be EPA approved.
8. Merchandise with lithium batteries must have the correct protective covering.

Carton Packing Standards -.COM

1. Cartons must contain only one purchase order per carton.
2. All shipments must have U.P.C.s segregated:
    a. If a shipment has 6 or more units of the same U.P.C. for the same location, the merchandise must be shipped in a carton containing only this U.P.C.
    b. If a shipment has less than 6 units of the same U.P.C. for the same location, the merchandise may be shipped in a carton containing other U.P.C.s however, all merchandise within the carton must be clearly segregated by U.P.C. using bags, light weight inserts, etc.
3. Smaller boxed, hardline merchandise may be shipped in master packs that contain one U.P.C. per pack. The U.P.C. number, barcode, and the number of units in the carton must be noted on the outside of the carton.

Sustainability Standards – Stores and .COM

Macy's welcomes alternative, more sustainable, packing materials as long the integrity of the merchandise is maintained. Questions related to sustainability initiatives and alternative packaging (e.g., paper vs. plastic polybags) should be addressed with the Vendor Collaboration team at vendor.collaboration@macys.com BEFORE shipping.

1. Do not use PVC or Styrofoam packing materials.
2. Only use plastic, tissue, or other coverings if necessary to protect merchandise. Recyclable/compostable cardboard or chipboard may also be used. Packing materials must be fastened in such a way that removal does not require the use of scissors, knives, etc.
3. Trim coverings (e.g., buttons) should be made of tissue only.
4. Only use thick paper as filler in under-packed cartons. Every effort should be made to use the correct size correct to avoid filler.

Home – Stores and .COM

1. Sized, non-garment merchandise such as comforters, pillows, and sheets must clearly display the size on the consumer packaging, using a minimum of 18-point bold font. Size indicators must be visible on at least 2 sides of the package.
2. Other important information such as "fits mattresses up to 14 inches thick" also must be prominently displayed.
3. Merchandise in packaging where the actual product is not visible must provide a photograph or line drawing and a complete description on the outside of the package. For example, a boxed picture frame would require a photo image of the frame, "8 X 10" and "black wood" on the outside of the box.

Home - .COM Only

1. Tabletop and other breakable merchandise must not require any additional repackaging in order to be sent directly to the consumer.
    a) Sets must be in one customer ship-ready carton. Each component in the carton must be fully protected with recyclable/compostable packing material.
    b) Separators must be used to ensure individual pieces do not rub or make contact with each other during shipment.
    c) Set boxes must be constructed with a burst strength to all for a 5' stack height.
    d) Cups must be positioned to adequately protect handles from breakage.

Luggage – Stores and .COM

1. "Nested" merchandise (e.g., luggage) must be clearly marked on the outside of the primary shipping carton.

Shoes – Stores and .COM

1. Unboxed shoes such as beachwear and slippers must be attached via loop lock with the U.P.C. affixed to the merchandise and not the hanger.

Shoes - .COM Only

1. Boxed shoes must be master packed by size and color. Description, color, and size should be labeled on the outside of the shipping carton.
2. Individual shoe boxes with openings of any kind must be polybagged.

Beauty - .COM Only

1. Beauty products must not be shrink-wrapped or bundled with other materials within the cartons.
2. Safety data sheets (SDS) must be available upon request.

Jewelry – Stores and .COM

1. All jewelry must be individually packaged within a polybag or carton by advertised selling unit.
2. Earrings must be attached to the insert holder and boxed as a selling unit. Earrings must be attached to a card and posts must be protected to prevent damage during shipping.
3. Watches with their cases/boxes must be packaged as an individual selling unit. Watches must be shipped inside their display box or case along with any warranty or instruction materials.

Swimwear – Stores and .COM

1. All swimwear must have the required liners.

Toys - .COM Only

1. Items with any type of opening must be polybagged.
2. Oversized merchandise (anything over 14.5 inches) must be shipped in outer packaging that can be sent directly to the customer.
3. Toys with lithium batteries must have the required protective covering.

Furniture, Framed Art, Lamps, and Window Shades/Blinds -.COM Only

1. All cartons must be plain or contain minimal vendor printing.
2. Merchandise must be in one customer ship-ready carton. Overwrapping or repackaging must not be required before shipping to the consumer. This includes selling units that have multiple components (e.g., lamp base and shade).
3. All carton openings must be securely sealed.
4. Box ends must be reinforced. Interior box ends must be reinformed with recyclable/compostable forms.
5. Cartons must be 250 lb. test minimum and have equal weight distribution.
6. Cartons must be palletized and individually shrink-wrapped.
7. All hardware and assembly instructions must be in a sealed bag within the customer ship-ready carton.
8. Multiple components of an individual selling unit (e.g., chair sets) must include protective, recyclable/compostable packaging between components.
9. Fragile components such as tile and glass require additional packaging.
10. Label glass, tile, mirrors, etc. “FRAGILE”.

Rugs -.COM Only

1. Must be rolled and shipped in individual 3 mil polybags. White polybags are acceptable for rugs only.

Macy’s Transportation Standards

Macy’s Transportation Office (“MTO”) manages transportation for all vendor shipments.

1. All transportation requirements are located in the Routing Guide. Access to this document requires login to MacysNet. This document includes details on when to ship orders, how to route and appointment expectations by carrier type, and more.
2. All shipments are expected to arrive at the designed Distribution Center by the purchase order INDC date. To ensure timely arrival, the Ready to Ship Calculator 2023 (macysnet login required) will calculate optimal ready to ship (RTS) dates to ensure that merchandise shipments meet InDC date requirements. Note that replenishment purchase orders should ship as quickly as possible before the INDC date based on the timelines agreed upon with the merchant teams when items were added to the replenishment program.
3. All Macy’s vendors are required to ship freight collect unless otherwise specified. Exceptions must be authorized by MTO. Macy’s merchants are not authorized to issue routing instructions or exceptions to the MTO standards.
4. Macy’s domestic vendors are always the importer of record and are responsible for clearing customs, including paying all applicable duties.
5. Vendors will not be reimbursed for freight expenses on prepaid shipments.
6. Transportation-related questions should be addressed with the Macy’s Transportation Office at shippingops@macys.com .

Shipment Preparation Standards

1. Shipments must be fully prepared and available to ship by the agreed upon pick-up date/time. Vendors and/or their authorized shippers are required to count and load ALL cartons. Drivers are not authorized to load, assist or count cartons. All shipments are considered "shipper count" regardless of Bill of Lading indication. Violation of this guideline or any other carrier delay due to vendor preparation issues will result in expense offsets.
2. All merchandise shipped to a Macy's distribution center must be packed in conveyable cartons. Do not use wooden boxes or crates.
3. All shipments must be distributed and packed by store location as defined in the EDI850 purchase order. Merchandise may not be shipped in bulk, requiring post-distribution. Contact the appropriate Macy's merchant if the store distribution has not been provided before packing.
4. Oversized cartons may be used only for suits, sport coats, floor-length gowns, and outerwear over 36" that are not suitable for folding. Oversized cartons must be packed separately by store.
5. All cartons must be securely sealed with security/reinforced tape. Openings on all sides of cartons, including edges must be sealed using the "H" method.
6. Carton strength should be a minimum of 32 edge test crush (ETC) = 150 mullen to prevent crushing during transit. Large or heavy cartons may require a higher ETC.
7. Do not use bands, straps, staples, or any other material on the exterior of the carton. Such materials may damage sortation equipment and/or affect the scannability of GS1 128 labels.
8. Shrink wrapping or plastic covering is not permitted on the exterior of the carton. Do not shrink-wrap multiple cartons together as one "shippable carton".
9. Every effort must be made to efficiently utilize carton and trailer cube space, with the goals of minimizing transportation and processing expenses and enhancing sustainability. Cube trailers and use conveyable cartons. For cartons too small to be conveyed, use master packing (see #16 below).
10. Cartons with rounded corners have a tendency to roll off conveyor systems. Use proper cardboard strength and use optimal packing standards to avoid rounding of carton corners.
11. Macy's carton size requirements and weight limits are listed below. These requirements must be applied to all cartons shipped to a distribution center including collateral, GWP/PWP, and samples. Shipments sent prepaid directly to stores are not bound to these requirements.

	MINIMUM	MAXIMUM
Length	9"	36"
Width	9"	27"
Height	3"	30"
Weight	5 lbs.	50 lbs.

12. Master packs may be allowed for shipments to a singular DC that cannot reasonably meet Macy's minimum carton size requirements. Multiple stores and/or purchase orders may be packed within the same master pack. Additional guidelines for the use of master packs are:
    a. "Master pack" must be prevalently noted on the outside of all 6 sides of the master container.
    b. GS1 128 labels must be attached to each inner carton in the master pack.
    c. Each inner carton must be for one store only.
    d. The EDI856 must reflect the inner cartons, with one MAN-GM segment for each inner carton.
13. "Nested" merchandise (e.g., luggage) must be clearly marked on the outside of the primary shipping carton.
14. Vendors who have received port of entry (POE) shipment authorization must contact the appropriate Macy's merchant for specific POE procedures. All POE shipments must be compliant with all Macy's standards and routing procedures.

Vendor Audit Program

To facilitate the quickest, most efficient movement of merchandise to Macy's selling floor, vendors are expected to utilize all available technology and follow all Macy's standards. Audit programs assist in identifying and ultimately resolving issues that may inhibit the efficient flow and eventual sale of merchandise.

New Vendor and Cross Dock/EDI856 Qualification Audit

1. The EDI856 Advance Ship Notice will be compared at the carton level to the physical merchandise by U.P.C./GTIN/EAN, quantity, and location.
2. Accuracy percentage is expected to be 99.5% as soon as possible.
3. Vendors who do not reach 99.5% accuracy will continue to be audited until an acceptable accuracy percentage is achieved.
4. If the required accuracy level is not achieved, expense offsets may be processed for not being in production.

Ongoing Cross Dock/Integrity Audit

1. U.P.C./GTIN/EAN accuracy (MIS%) is expected to be at least 98% for each shipment.
2. Piece count accuracy (NET %) is expected to be at least 99.5% for each shipment.
3. Once vendors have achieved the required accuracy levels, random shipments will continue to be audited, comparing the EDI856 to the physical merchandise.
4. Audit results are available for all registered macysnet users.
5. If accuracy levels fall below Macy's standards, vendors may be removed from the Cross Dock program and placed in the Integrity Audit program. Integrity shipments will be 100% audited and manually processed until acceptable accuracy levels are achieved.
6. Vendors in the Integrity Audit program are subject to all expense offsets related to auditing and manual processing.
7. Vendors remaining in the Integrity Audit program for more than 6 months will be subject to additional Macy's oversight and testing. All expenses related to these extra efforts will be the responsibility of the vendor.

Return to Vendor (RTV)

Unordered Merchandise

1. Macy's reserves the right to reject unordered merchandise at the vendor's expense, including any additional expense incurred. Unordered merchandise includes any merchandise, by U.P.C./GTIN/EAN, quantity, and location that does not match the EDI850 purchase order.
2. If Macy's elects to return unordered merchandise, merchandise may be consigned to a carrier of Macy's choice. All transportation and additional expenses will be charged to the vendor.

General Return to Vendor Standards

1. Macy's Central Return Centers (CRCs) are responsible for the consolidation of cartons for most RTVs. Cartons are packed by stores and are only opened by the CRC when necessary.
2. Exceptions may be made to allow returns directly from stores.
3. Transportation of CRC shipments will be arranged by Macy's Transportation Office. Vendor pick-up of returns is not permitted.
4. Merchandise will not be transferred between CRCs (i.e., the point of origin for all CRC returns will be the CRC where the merchandise was consolidated).
5. Macy's requires vendors to issue credit for all merchandise considered sub-standard (i.e., defective, damaged, or unsalable for any reason).
6. Seasonal and stock adjustment returns will be negotiated between the vendor and the appropriate Macy's merchant.
7. Vendors will be assessed a handling charge of 10% of merchandise value on all returns, regardless of reason. Transportation costs will also be the responsibility of the vendor.
8. Returns for recalled merchandise are subject to additional expense offsets.
9. Several programs are available for damaged merchandise:
    a. Damage Allowance: An agreed allowance percentage will be deducted from all merchandise invoices in lieu of the actual return of merchandise. For more information, contact the appropriate merchant.
    b. Salvage Credit: Monthly summary information will be provided; however, merchandise will not be returned. Salvage credits are exempt from standard handling and transportation expenses. The vendor must issue a Standing Return Authorization.
    c. Standing Return Authorization: Monthly shipments will be returned with a standing return authorization. Packing slips will be included with the merchandise. Interaction with a Macy's Return Expeditor is not required. Handling and transportation expenses are the responsibility of the vendor.
    d. On-Demand Return Authorization: Requests for return authorizations will be emailed monthly from CRC_LA@macys.com. Merchandise will be shipped upon receipt of return authorization. Handling and transportation expenses are the responsibility of the vendor.
10. Vendors must receive and process incoming returns by Bill of Lading and NOT by RA#. Disputed items must be submitted on APForms with only one Bill of Lading per inquiry.
11. Vendor claims for return shortages, damages, and non-delivery must be made within 90 days of financial deduction from the vendor account. Disputes over 90 days will not be investigated and financial adjustments will not be made. All disputes must be initiated through the APForms application available to registered users of macysnet.
12. Questions and communication related to return authorizations should be addressed to the following Vendor Returns Expeditor:

Family of Business	Phone
Women's, Men's, and Children's Ready to Wear	626-855-4070
Home, Accessories, Jewelry, Intimate Apparel, Coats	626-855-4075

13. Do not destroy or return unauthorized merchandise without approval. Disposition of unauthorized returns must be addressed with the Macy's Call Tag Department (626-855-4068, email CRC_calltag@macys.com). Requests for call tags must be submitted by BOL and RTV number(s).

14. All unauthorized merchandise must be returned to the CRC within 60 days from receipt of the RTV and only merchandise where a call tag has been issued will be accepted. Merchandise not returned within 60 days will not be credited.

Accounts Payable Standards

General Accounts Payable Standards

1. Vendors are expected to manage account activities by utilizing secured macysnet applications. To register for macysnet click here.
2. Research activities available to registered macysnet users are: Chargebacks and RTVs (detail of account deductions), Status of an Invoice by Invoice Number or Purchase Order Number, Trial Balance, Check Summary and Detail, and Vendor Integrity Audit Results.
3. Images of applicable expense offsets (e.g., Unusable GS1 128 label) are available via Chargeback and RTV activity on Macysnet.com. Do not request images by submitting APForm inquiries.
4. Details of most expense offsets are available via email to registered macysnet users.
    a. Click here for additional information on the Auto-EXO program.
5. The Expense Offset and Invoice Chargeback Descriptions document provides additional explanation on all expense offset and invoice deduction transactions, as well as which APForm type to use when submitting inquiries.
6. General questions may be addressed to vendorstandards@macys.com or the Ask An Analyst line, between 1-4 p.m. EST, Monday – Friday at 513-782-1401.

Vendor Profile

1. Changes in an active vendor's addresses, shipping information, shipping locations, or any information related to a merger, acquisition, bankruptcy filing, company closings, or licensing agreements must be communicated to hvendor@macys.com a minimum of 30 days before the effective date.
2. Follow-up information must be sent on company letterhead and signed by an authorized senior officer to Macy's Accounts Payable, Attn: Vendor Masterfile Control Office, P.O. Box 8251, Mason, OH 45040.
3. The following information must be included. If information is changing, the prior and updated information should be provided:
    a. Parent company name
    b. Company name
    c. DUNS or Macy's account number
    d. Macy's entities affected
    e. Company address
    f. Description of change
    g. Effective date of change
    h. Mergers, splits, and acquisitions also require copies of all supporting legal documents, including validation from GS1 for purchased company's GS1 company prefixes

Dispute Resolution via AP Forms

1. All requests for research/repayment of deductions or non-payment of invoices must be submitted via macysnet AP Forms. All supporting documentation must be attached to the AP Form inquiry.
2. The Expense Offset and Invoice Chargeback Descriptions document provides additional explanation on all expense offset and invoice deduction transactions, as well as which APForm type to use when submitting inquiries.
3. Images of applicable expense offsets (e.g., Unusable GS1 128 label) are available via Chargeback and RTV activity on macysnet. Do not request images by submitting APForm inquiries.
4. Macy's does not reimburse freight charges incurred by the vendor (e.g., prepaid or vendor's carrier). Freight will be deleted from all merchandise invoices that include freight charges (i.e., invoices will be paid net of freight).
5. Inquiries and all supporting documentation must be submitted within 60 days from the deduction date.

6. If receipt cannot be verified for invoices, a deduction described as DM-POD REQ will appear on the vendor's account. This serves as a notification to the vendor to submit an Invoice Non-Payment/POD Dispute AP Form. An invoice copy and proof of delivery with full delivery street address must be attached to the inquiry.
7. Valid proof of delivery for invoice non-payment and invoice shortages must include a signed bill of lading or small package tracking confirmation. All proof of delivery documentation must include the full delivery address (street, city, state).
8. For disputes submitted via the Invoice Dispute or Invoice Non-Payment/POD Dispute forms, all applicable document numbers for a singular shipment/BOL may be accumulated in a spreadsheet and submitted as an attachment under a singular inquiry.
9. Vendors must receive and process incoming returns by Bill of Lading and NOT by RA#. Disputed items must be submitted on AP Forms with only one Bill of Lading per inquiry.
10. All unauthorized merchandise must be returned to the CRC within 60 days from receipt of the RTV. Merchandise not returned within 60 days will not be credited.
11. All other dispute types should be consolidated on a spreadsheet by Macy's division and dispute type (e.g., Bloomingdale's freight allowance) and submitted as an attachment under a singular inquiry.
12. Cost difference and Markdown Allowance Dispute forms are automatically routed to the appropriate Macy's merchant. Responses to these inquiries reflect the merchant's response.
13. Responses to all inquiries will be emailed to the email address on the macysnet profile of the individual submitting the request. Responses may include attachments with supporting documentation.

Expense Offset Policy[6]

Macy's commitment to sustainability and technology is described in considerable detail in these Vendor Standards. Vendor compliance is imperative to our collective success. These Vendor Standards also provide instructions for obtaining assistance. Given that vendor non-compliance causes disruption to operations, additional expense, and delays in availability of the merchandise for sale, Macy's expects vendors to comply with these Vendor Standards. This Expense Offset Policy is intended to recover the additional costs incurred by Macy's due to vendor non-compliance. In many instances, the expense offset is a liquidated amount that Macy's may assess, together with administrative fees, in the event of non-compliance. As stated in the introduction to these Vendor Standards, Macy's regards vendor noncompliance as consent to Macy's assessing expense offsets (including freight expense) and collecting such amounts by offset.

The chart in Appendix H lists matters for which the charge for vendor noncompliance has been established and constitutes notice that Macy's will assess and collect such charges by offset in the event of vendor non-compliance. Charges applicable to the Macy's Transportation Office in respect of its operations are provided as a portion of the Routing Guide.

[6]Additional information on Expense Offset Policy is available in Appendix H.

Other Macy's Programs

Return to Vendor Alternatives

In an effort to reinforce sustainability efforts by reducing freight, handling, and processing expense, Macy's offers the following programs in lieu of the physical return of merchandise.

Cosmetics and Fragrance Destroy in Field (DIF)

1. This program is required for all cosmetic and fragrance vendors.
2. Includes unsalable customer returns, damage, and testers created from stock.
3. The benefits of this program are:
    a. Reduced freight, handling, and processing expense, work simplification, and consistency.
    b. Availability of timely, detailed, locational U.P.C./GTIN/EAN information via the EDI180. This allows vendors to efficiently update inventory management systems for resale and collateral merchandise.

c. More timely replenishment to reduce/eliminate out-of-stock occurrences.
d. Reduced need to create testers from stock merchandise.
e. Environmentally sensitive.

4. DIF transactions will be generated by store personnel, who will also be responsible for destroying of all products appropriately. DIF transactions processed in stores will generate corresponding financial deductions to vendors.
5. A weekly EDI180 document detailing all DIF transactions by U.P.C./GTIN/EAN and location should be used by all vendors participating in the DIF program, to obtain summary-level information of DIF deductions by category. Contact Macy's Electronic Commerce Technology Department (513-782-1222, email financialec@macys.com) for more information on the EDI180.

Damage Allowance

1. A negotiated percentage is deducted from all merchandise invoices. This percentage is based on the vendor's historical rate of damaged returns.
2. The percentage is periodically reviewed to adjust to current rates and trends.
3. As no returns are processed, handling and freight charges offsets are not applicable.
4. Cosmetic and fragrance vendors are required to use the Destroy in Field program and therefore are not eligible for Damage Allowance.

Salvage Credit

1. Macy's CRCs accumulate store returns and generate a monthly "No Goods Moving" charge to the vendor.
2. Macy's assumes all responsibility for the disposition of the merchandise.
3. The vendor is provided with detail at the U.P.C./GTIN/EAN and cost level.
4. Vendors will not be charged for handling and freight offsets. However, vendors must provide a Standing Return Authorization.

Donation of Eligible Returned and Unsold Products

Macy's, Inc. introduced a new program that will allow us to divert more waste from landfills. As part of the company's 2025 Sustainability goal to divert 80% of waste from landfill, we will be donating eligible returned and unsold products to charities that will directly use or distribute those products. If there are any questions regarding this new program, please contact your Buying partner for more information.

This does not impact any current process around products salvaged/liquidated.

WERCSmart (Beauty Vendors)

Macy's Inc. has engaged UL Verification Services, Inc., ("UL"), to provide regulatory product classification services through the WERCSmart® platform ("WERCSmart") for products that are sold at Macy's & Bloomingdale's and subject to various federal and/or state regulations. WERCSmart collects physical and chemical product attributes, along with a series of other critical data (e.g., SDS and product labels), that enable Macy's & Bloomingdale's to handle, transport, and dispose of products at end-of-life. WERCSmart is the industry provider for product compliance and is trusted by more than 55 major North American retailers.

As our Vendor Partner, your participation in this regulatory compliance initiative is mandatory and will require a WERCSmart registration for each of your products sold at Macy's/Bloomingdale's. To establish a WERCSmart account and begin the product registration process click HERE.

PRODUCT SCOPE: The following product types will require a WERCSmart registration:

- Skincare: Cleansers, Eye Creams, Face Masks, Moisturizers, Face Lotions, Serums, Toners, Exfoliants, Oils, etc.
- Makeup: foundation, eye shadow, eyeliner, all brow products, mascara, lashes, blush, highlighters, bronzers, face powers, lip products (lipsticks, glosses, oils, etc.), etc.

- Bath & Body: Lotions, Creams, Exfoliants & Scrubs, Milks, Shower Gels, Shower Washes, Oils, Bath Bombs and Fizzies, Bath Salts, Soaps, etc.
- Suncare: all products applied to skin to protect against the harmful effect of the sun's ultraviolet rays including the following products: lotions, creams, gels, sprays, lip balms, hair tonics, etc.
- Haircare: shampoo, conditioner, hair oil, serum, hair color, hair wax, and gel, etc.
- Fragrances (Non-Juice): scented lotions / scented powders / scented creams, all non-liquid ancillaries
- Any aerosol product that contains a compressed gas or propellant (hair sprays, setting sprays, etc.)
- Nail Care Products
- Candles
- Any product that contains a battery of any kind
- GWPs
- PWPs
- Samples

Macy's General Policies and Standards

Sustainability Initiatives

Macy's continues to aggressively reduce and eliminate wasteful behavior, and we collaborate with our vendor partners to achieve success. We ask that all Macy's vendors make every effort to comply with the following sustainability objectives. Compliance with these initiatives as well as our Vendor Standards, generally, will maximize our mutual success:

1. Vendor DC Bypass: Direct routing from point of origin to the Macy's Distribution Center, thereby reducing unnecessary movement and handling of merchandise.
2. Empty Miles Elimination: Collaborating with partners to create continuously loaded transportation miles. Macy's also subscribes to the GS1 Empty Miles Collaboration Zone and encourages our Trading Partners to participate.
3. Macy's utilizes black hangers. These hangers are made from recyclable materials and have a longer life than clear hangers.
4. Packaging Recommendations: Macy's is continuing to look for opportunities that will have a positive effect on the environmental impact, quality, and cost of our products and encourages our vendors to engage in the same process. However, please take note that any changes that a vendor is contemplating must not deteriorate the quality, increase the cost or negatively affect the presentation of its products or packaging.
    a. Sustainability: Macy's believes that contributing to a more sustainable environment is a good business practice and the right thing to do for future generations. Accordingly, the company has established goals to use resources more efficiently, increase recycling and, when possible, also to increase the amount of recycled materials used in our products and packaging. Macy's has an interest in the total environmental impact of our purchases and reserves the right to request and receive data that may be used to calculate source reduction, recycled content, or certification related to the products/services we purchase. In that effort, Macy's also specifies that third-party products certified as sustainable be utilized when and where appropriate. Macy's will operate within the bounds of good business decision-making so each action we take is both measurable and sustainable over time. Macy's also works with suppliers to try to ensure responsible actions are taken in our supply chain to avoid toxic or hazardous material in the products we purchase. In the instances where the use of hazardous material is unavoidable, suppliers must identify the risk and comply with all SDS (Safety Data Sheet) labeling, documentation, and other regulatory requirements.
    b. Sustainable Packaging: Macy's has continued to research our freight and product packaging activities to identify additional efficiencies across many categories. This research has uncovered efficiencies that have led to environmental benefits in a variety of areas, from reduced usage of virgin materials and fossil fuels to other cost savings with positive environmental impact. Macy's also is encouraging our vendors to consider the following options that we have identified as best practices:
        1. Utilizing standardized and right-sized shipping cartons to limit the amount of wasted space, thereby using fewer boxes, less fossil fuel, and lowering shipping costs.
        2. Use of certified paper, with a preference for Forest Stewardship Council (FSC) certified paper, for integrated hangtags.

3. Use of recycled and/or certified paper, with a preference for FSC-certified paper, for paper product packaging.
4. Incorporating recycled polyester into woven label programs.
5. Incorporating recycled polyester into satin care label programs.
6. Utilizing recycled hard plastics when possible for watch box inserts, earring cards, and other jewelry/small goods programs.
7. Using recycled paperboard for men's dress shirt collar bands.
8. Reviewing internal packaging requirements with the goal of reducing size and content.

Child Labor, Forced Labor, Slavery, and Human Trafficking/Unsafe Working Conditions

Macy's has a strict policy prohibiting the use of child or forced labor in the manufacturing of the merchandise that it purchases, which policy is designed to help eradicate slavery and human trafficking in the overall supply chain, regardless of geographic location. It is set forth clearly in Macy's Vendor/Supplier Code of Conduct which is posted on macysnet. Macy's requires, as a condition of doing business, that all vendors comply with the Code, as well as with the Fair Labor Standards Act, the Occupational Safety and Health Act, and other applicable laws for merchandise produced in the United States. Macy's also requires strict compliance with the laws of the foreign country where the merchandise is produced, pertaining to these subjects, when the merchandise is manufactured outside the United States. All vendors are required to sign and return a letter indicating that they have received and understand this Macy's policy and that they are in compliance. In addition to being posted on macysnet, every vendor will receive the Code and letter, which requires that the vendor acknowledge and return a copy of the letter. Failure to return a signed acknowledgment will result in the suspension of Macy's business with your company in accordance with the provisions stated therein. In addition, each vendor must transmit the PID segment at the order level in every EDI 856/ASN sent to Macy's signifying compliance to the Fair Labor Standards Act. See, the Macy's Mapping Guides, for further details on that element of compliance.

Fur Products

Macy's animal fur policy aligns with the Fur Free Alliance guidelines and prohibits most animal furs. Those guidelines permit the use of fur that is a by-product of domestic farming to feed our society. This means Macy's generally only carries shearling and calf hair; all other "fur" products will be faux fur.

All products containing real or faux fur must comply with all applicable US laws, including but not limited to the U.S. Fur Products Labeling Act and the New York State "real and faux" fur laws. Affected products include apparel, footwear, handbags, hats, gloves, bedding, throws, decorative pillows, and any other products incorporating real or faux fur. Any item containing fur that does not meet the Fur Free Alliance guidelines will be RTV'd at the vendor's expense. In addition, non-compliant products may be relabeled, RTV'd at the vendor's expense, or subject to expense offset fees at Macy's discretion.

Notes on Real Fur: The term "fur" means animal hair, fleece, or fur fibers still attached to the animal skin. Therefore, real fur includes shearling and calf hair. "Ponyhair" is a marketing term that may NOT be used to describe calf hair, haircalf (i.e, fur from cattle). Fur product labels must include: the animal name; country of origin of the fur; the term "real fur"; other textile or wool fiber content disclosures; indication if the fur is natural, dyed, or otherwise treated; country of origin of the finished product; and other applicable labeling requirements.

New York State "Real or Faux" Fur Law: Products containing REAL FUR must be stamped, tagged, or labeled with the words "Real Fur" to comply with the N.Y. GBS. LAW § 399-aaa: "Selling and manufacturing of fur-bearing articles of clothing."

Products containing FAUX FUR must be stamped, tagged, or labeled with the words "Faux Fur" to comply with the N.Y. GBS. LAW § 399-aaa.

Anti-Corruption, Bribery, Conflict of Interest, Gift Giving, and Acceptance

Suppliers must comply with all applicable laws relating to bribery, money laundering, corruption and/or sanctions, including, but not limited to, the U.S. Foreign Corrupt Practices Act (FCPA), Corruption of Foreign Public Officials Act of Canada and the U.K. Bribery Act and Office of Foreign Sanction Control Sanctions List. Suppliers must not directly or indirectly offer or give money or anything of value to any foreign official for the purposes of obtaining or retaining business or to secure an improper advantage.

Macy's also prohibits commercial bribery. Suppliers must not directly or indirectly offer or give money or anything of value (for example, gifts, discounts, charitable contributions, travel, excessive meals or lavish entertainment) to any representative of Macy's or another company to secure an improper advantage.

Macy's colleagues are not permitted to request or accept from Macy's suppliers (or prospective suppliers), and Macy's suppliers (or prospective suppliers) are not to offer or provide to Macy's colleagues, gifts, gratuities, or any other item of value (including services) of any nature, other than that which is normal and casual within the framework of the colleague's business activities. Any deviation from this policy could result in the termination of both the colleague's employment with Macy's and the supplier's relationship with Macy's. Any questions on the policy should be referred to Macy's General Counsel.

Prize Promotions

Although Macy's participates in prize promotions (i.e., sweepstakes and contests) on a regular basis, all such events require the specific, prior written approval of special events management. It is the responsibility of the vendor to confirm with the appropriate Macy's or Bloomingdale's merchant, as applicable, that all required approvals have been obtained in writing before proceeding with any prize promotion in which Macy's or Bloomingdale's is being asked to participate.

U.S. New Store and .COM Facility Openings

The benefits of Macy's expanding into new markets are shared with our vendors. It is Macy's policy that remodeled/new store and .COM facility opening costs be shared with our vendors. Therefore, we will add an additional 5% discount to be applied to initial remodeled/new store and .COM POs. All remodeled/new store and .COM facility invoices will be processed to your account 30 days after the remodeled/new store or .COM facility opening. Macy's policy also prohibits direct-to-facility shipments for remodeled/new store or .COM facility openings without proper authorization from Macy's Transportation Office.

Stores Outside the Continental U.S.

Due to the additional complexity of handling, freight, shipping, ticketing, and other logistics efforts associated with moving goods outside the continental United States, Macy's will take an allowance of 4.5% on all invoices, on an ongoing basis, for Macy's and Bloomingdale's stores outside of the continental United States. In addition, .5% will be deducted from all invoices for Macy's and Bloomingdale's stores located in Hawaii to cover a state excise tax.

Vendor Liability Insurance

Every vendor shall obtain and maintain, at its sole cost and expense, comprehensive general liability insurance coverage in an amount appropriate to the vendor's business and operations, which shall not be less than $1 million per occurrence for bodily injury and property damage with not less than a minimum aggregate of $5 million in coverage. Such insurance shall provide coverage with respect to all customary liability, including product liability and contractual liability. The latter shall specifically include coverage of the vendor's indemnification obligations to the purchaser. Every vendor agrees that such insurance shall be provided pursuant to policies that specify that said vendor insurance is primary, names the purchaser and its affiliated companies as additional insureds, and that such coverage may be neither terminated nor reduced below the above limits without 30 days prior notice to the purchaser. By doing business with us, each vendor agrees that it will provide, upon our request, certificates evidencing the vendor's compliance with the foregoing requirements. Documentation should be addressed to Macy's Corporate Services, 145 Progress Place, Springdale, OH 45246, Attn: Liability Insurance.

California Proposition 65 Requirements

Macy's regards our vendors and suppliers as our partners in ensuring that all Macy's merchandise is safe and will not do harm to our customers. Pursuant to our Vendor Standards all Macy's vendors are required to comply with all applicable laws and regulations, including laws and regulations that are intended to ensure that the merchandise offered for sale by Macy's is safe. The requirements imposed by California's Prop 65 are discussed at greater length in the portion of the vendor standards directed to Macy's Merchandising Group suppliers but all vendors are advised to familiarize themselves with this and similar laws and to comply with all such laws and regulations.

Click here for Lead Requirements for Jewelry.

Click here for Lead Requirements for Fashion Accessories.

Toxics in Packaging Laws Bulletin

This bulletin alerts you to important information regarding U.S. legislation that limits the amounts of cadmium, lead, mercury, and hexavalent chromium in product packaging. The following summaries and links will provide you with background and resources to learn more about the Toxics in Packaging Laws.

Click here for the general information link regarding toxics in packaging.

TOXICS IN PACKAGING LAWS: As of 2009, nineteen U.S. states have Toxics in Packaging laws that prohibit the sale or distribution of packaging containing more than 100 parts per million (ppm) by weight (0.01%) in total of the following heavy metals: cadmium, lead, mercury, and hexavalent chromium. No intentional introduction of any amount of these metals is allowed. The laws seek to limit the amount of heavy metals entering landfills, waste incinerators, recycling streams, and ultimately, our environment. See the link below for the Model Legislation upon which many of the state laws are based: http://toxicsinpackaging.org/model-legislation/model/.

WHAT IS COVERED? The law applies to "packaging" and "packaging components". The law defines "package" as a container providing means of marketing, protection, or handling of a product and shall include a unit package, an intermediate package, and a shipping container. "Package" also includes such unsealed receptacles as carrying cases, crates, cups, pails, rigid foil and other trays, wrappers and wrapping files, bags, and tubs. "Packaging component" means any part such as, but not limited to, any interior or exterior blocking, bracing, cushioning, weatherproofing, exterior strapping, coatings, closures, inks, and labels. Basically, any packaging you use with your product is covered by these laws.

WHO IS RESPONSIBLE?

- Manufacturers of packaging and packaging components
- Suppliers of packaging and packaging components
- Product manufacturers or distributors who use packaging. This applies to all suppliers who sell consumer products in the United States

TOXICS IN PACKAGING CLEARINGHOUSE (TPCH): TPCH was formed to assist its Member States in the administration, interpretation, and enforcement of the States' Toxics in Packaging Laws. TPCH has initiated research, educational, and outreach programs regarding the laws.

ENFORCEMENT: Enforcement of the State Toxics in Packaging Laws is at the discretion of each state. The California Environmental Protection Agency's Department of Toxic Substances Control (DTSC) investigated a retailer's shopping bags that contained heavy metals in violation of the law. The DTSC obtained consent

agreement and a $165,000 penalty to settle this matter. See details at the Achievements & Recognition page at this link: http://toxicsinpackaging.org/

Macy's is providing the information in this bulletin for the general information of its vendors. It does not replace any applicable legal or regulatory requirements and is provided "as is". Macy's will not be liable for any indirect, special, punitive, consequential, or other damages (including without limitation lost profits) of any kind in connection with this client bulletin. MACY'S DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION WARRANTIES OR MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, IN CONNECTION WITH THIS CLIENT BULLETIN. SUPPLIERS AND VENDORS SHOULD CONTACT THEIR OWN LEGAL COUNSEL FOR ADVICE REGARDING COMPLIANCE WITH THESE LAWS.

Appendix A – Attribute, Image, and U.P.C. Requirements

Stage of Product Life Cycle	Product Time Line	Source	Requirements	Purpose
Market Orders				
Pre-Market	2 weeks before market date (Buyer's showroom appointment)	Macy's vendor line list template	• Images, picture, or drawing (including alt text/ADA compliance) • Product attributes • Confirmed PID and GS1 US color • Customer-friendly product description	Visualization of product along with attributes for pre-assortment planning, (e.g., collar/neckline type, sleeve length, heel height)
Market	At market appointment	GXS	• Confirmed GS1 US size • GS1 certified U.P.C.s	Required for size commitment and product/bulk PO creation
Post Market	1-2 weeks after market	GXS	Other extended attributes not used in pre-assortment planning	Operational attributes to support other aspects of omnichannel selling (e.g., Prop 65, package/item dimensions, country of origin)
InDC	45-60 days before InDC date	Vendor	• Vendor chromes (including alt text/ADA compliance) • Features/benefits and copy for site merchandise	Required data to go "live" on website
Vendor Direct or In-Season/Opportunity Orders				
Ship at once	At time of product offering	• Macy's vendor line list template • GXS	• GS1 certified U.P.C.s • Images, picture or drawing and vendor chromes (including alt text/ADA compliance) • Product attributes • Confirmed PID and GS1 US color and size • Customer-friendly product description • Operational attributes • Features and benefits, copy	To provide the fastest speed to market (i.e., to get the products in the hands of our customers either via our websites or in our stores).

Appendix B - Retail Price Marking Department Exceptions

The following departments do not require retail on the UPC ticket. Departments not listed require retail.

Department #	Department Description	Family of Business
51	COACH FOOTWEAR	WOMEN'S SHOES
56	BRIDGE TRADITIONAL WMNS SHOES	WOMEN'S SHOES
57	SALON SHOES - BLM ONLY	WOMEN'S SHOES
61	DEC PILLOWS/THROWS	TEXTILES
64	BELIEVE SHOP	GIFTING
67	SAMSUNG	GIFTING
89	LAUREN BEDDING	TEXTILES
91	SPECIAL BEDDING	TEXTILES
218	INC W SHOES	WOMEN'S SHOES
232	BOBBI BROWN	COSMETICS/FRAGRANCES
257	ALFANI W SHOES	WOMEN'S SHOES
273	BANDOLINO WOMEN'S SHOES	WOMEN'S SHOES
274	SMASHBOX	COSMETICS/FRAGRANCES
275	YSL COSMETICS	COSMETICS/FRAGRANCES
279	IMPULSE WOMEN'S SHOES	WOMEN'S SHOES
285	ARDEN WOMEN'S FRAGRANCES	FRAGRANCES
290	ARAMIS WOMEN'S FRAGRANCES	FRAGRANCES
299	CHANEL FRAGRANCES	FRAGRANCES
300	CLARINS WOMEN'S FRAGRANCES	FRAGRANCES
301	P&G WOMEN'S FRAGRANCES	FRAGRANCES
302	SKINCARE	COSMETICS/FRAGRANCES
304	PHILOSOPHY	COSMETICS/FRAGRANCES
305	COLD-WEATHER WOMEN'S SHOES	WOMEN'S SHOES
314	THALIA SODI WOMEN'S SHOES	WOMEN'S SHOES
315	GUCCI WOMEN'S SHOES	WOMEN'S SHOES
323	BENEFIT	COSMETICS/FRAGRANCES
324	BLISS	COSMETICS/FRAGRANCES
325	ARDEN MEN FRAGRANCES	FRAGRANCES
329	MICHAEL MICHAEL KORS WOMEN'S SHOES	WOMEN'S SHOES
337	LA PRAIRIE	COSMETICS/FRAGRANCES
339	S&C W SHOES	WOMEN'S SHOES
340	MAC	COSMETICS/FRAGRANCES
341	WOMEN'S PRESTIGE FRAGRANCES	FRAGRANCES

Department #	Department Description	Family of Business
342	COTY WOMEN'S FRAGRANCES	FRAGRANCES
343	CLARINS MENS FRAGRANCES	FRAGRANCES
344	L'OREAL WOMEN'S FRAGRANCES	FRAGRANCES
345	URBAN DECAY	COSMETICS/FRAGRANCES
346	WOMEN'S FASHION FRAGRANCES	FRAGRANCES
347	NEW TRENDS	COSMETICS/FRAGRANCES
348	SKII-BLM	COSMETICS/FRAGRANCES
349	L'OREAL MEN'S FRAGRANCES	FRAGRANCES
350	COTY MEN'S FRAGRANCES	FRAGRANCES
351	ARAMIS FRAGRANCES	FRAGRANCES
352	P&G MEN'S FRAGRANCES	FRAGRANCES
353	MEN'S FASHION FRAGRANCES	FRAGRANCES
354	MEN'S PRESTIGE FRAGRANCES	FRAGRANCES
355	ENZO WOMEN'S SHOES	WOMEN'S SHOES
356	ESTEE LAUDER	COSMETICS/FRAGRANCES
357	CLINIQUE	COSMETICS/FRAGRANCES
358	LANCOME	COSMETICS/FRAGRANCES
359	ELIZABETH ARDEN	COSMETICS/FRAGRANCES
360	MATERIAL GIRL BEAUTY	COSMETICS/FRAGRANCES
361	CLOSED-PRESCRIPTIVES	COSMETICS/FRAGRANCES
362	CHANEL BEAUTE	COSMETICS/FRAGRANCES
363	BORGHESE-BLM	COSMETICS/FRAGRANCES
364	FASHION FAIR	COSMETICS/FRAGRANCES
365	SHISEIDO	COSMETICS/FRAGRANCES
366	CREME DE LA MER-BLM	COSMETICS/FRAGRANCES
367	CLARINS	COSMETICS/FRAGRANCES
368	CHRISTIAN DIOR BEAUTE	COSMETICS/FRAGRANCES
369	SISLEY-BLM	COSMETICS/FRAGRANCES
370	ORIGINS	COSMETICS/FRAGRANCES
371	CHANEL MEN'S FRAGRANCES	FRAGRANCES
372	ORLANE	COSMETICS/FRAGRANCES
373	CHANTECAILLE BEAUTE-BLM	COSMETICS/FRAGRANCES
374	OTHER COLOR & TREATMENT	COSMETICS/FRAGRANCES
375	COSMETIC ACCESSORIES	COSMETICS/FRAGRANCES
376	LAURA MERCIER	COSMETICS/FRAGRANCES
377	COSMECEUTICALS	COSMETICS/FRAGRANCES
378	CLE DE PEAU	COSMETICS/FRAGRANCES
380	DIOR MEN'S FRAGRANCES	FRAGRANCES

Department #	Department Description	Family of Business
381	DESIGNER SHOES	WOMEN'S SHOES
382	UPDATED BETTER SHOES	WOMEN'S SHOES
383	BETTER TRADITIONAL SHOES	WOMEN'S SHOES
384	MICHAEL KORS MEN'S FRAGRANCES	FRAGRANCES
385	NATURALIZER WOMEN'S SHOES	WOMEN'S SHOES
386	MODERATE SHOES	WOMEN'S SHOES
387	LVMH MEN'S FRAGRANCES	FRAGRANCES
388	NINE WEST WOMEN'S SHOES	WOMEN'S SHOES
390	EASY SPIRIT	WOMEN'S SHOES
391	COMFORT SHOES	WOMEN'S SHOES
392	DESIGNER COMFORT SHOES	WOMEN'S SHOES
393	GIANI BERNINI WOMEN'S SHOES	WOMEN'S SHOES
394	JUNIOR SHOES	WOMEN'S SHOES
395	BAR III WOMEN'S SHOES	WOMEN'S SHOES
396	ATHLETIC SHOES	WOMEN'S SHOES
397	MATERIAL GIRL JUNIOR SHOES	WOMEN'S SHOES
398	AMERICAN RAG JUNIOR SHOES	WOMEN'S SHOES
399	GREEN/ORGANIC	COSMETICS/FRAGRANCES
405	SPECIAL SHOES-BLM	WOMEN'S SHOES
406	DRESS SHOES-MEN'S	MEN'S SHOES
407	ATHLETIC SHOES-MEN'S	MEN'S SHOES
408	YOUNG ATTITUDES MEN'S SHOES	MEN'S SHOES
412	CASUAL SHOES-MEN'S	MEN'S SHOES
420	GUCCI MEN'S SHOES	MEN'S SHOES
510	YOUNG COLLECTION BEDDING	TEXTILES
529	BETTER FASHION SHOES	WOMEN'S SHOES
570	BARE ESCENTUALS	COSMETICS/FRAGRANCES
589	TRISH MCEVOY-BLM	COSMETICS/FRAGRANCES
590	GUERLAIN BEAUTE-BLM	COSMETICS/FRAGRANCES
591	BURBERRY BEAUTY	COSMETICS/FRAGRANCES
592	ALEXANDRA DE MARKOFF	COSMETICS/FRAGRANCES
593	LVMH WOMEN'S FRAGRANCES	FRAGRANCES
594	CAROL'S DAUGHTER	COSMETICS/FRAGRANCES
596	BPI WOMEN'S FRAGRANCES	FRAGRANCES
597	BPI MEN'S FRAGRANCES	FRAGRANCES
598	EVENING SHOES	WOMEN'S SHOES
599	BUXOM	COSMETICS

Department #	Department Description	Family of Business
600	NEO COLLECTIONS	TEXTILES
601	TOWELS	TEXTILES
602	BATH RUGS & ACCESSORIES	TEXTILES
603	PB BATH RUGS & ACCESSORIES	TEXTILES
604	GLOBAL BEAUTY	COSMETICS/FRAGRANCES
605	SHEETS & CASES	TEXTILES
606	MODERATE BEDDING	TEXTILES
607	TORY BURCH WOMEN'S SHOES	WOMEN'S SHOES
608	LUCKY BEDDING	TEXTILES
609	PB COMFORTERS	TEXTILES
610	STUART WEITZMAN WOMEN'S SHOES	WOMEN'S SHOES
611	PB DEC PILLOWS/THROWS	TEXTILES
613	BLANKETS	TEXTILES
614	PB PILLOWS & PADS	TEXTILES
615	TABLE LINENS	TOP OF TABLE
617	DKNY SHOES	WOMEN'S SHOES
618	MS COL MOE BED	TEXTILES
619	STILA	COSMETICS/FRAGRANCES
620	STERLING SILVER	TABLETOP
621	KIEHLS	COSMETICS/FRAGRANCES
622	SILVER FLATWARE	TABLETOP
623	STATUS SILVER GIFTS	TABLETOP
624	SHU UEMURA-BLM	COSMETICS/FRAGRANCES
625	CHINA	TABLETOP
626	CHINA GIFTS	TABLETOP
627	CRYSTAL STEM/BARWARE	TABLETOP
628	CRYSTAL GIFTS	TABLETOP
629	WATERFORD	TABLETOP
631	DS LIGHTING	DS BIG TICKET
632	AREA RUGS	FLOOR COVERINGS
633	SILVER GIFTS	TABLETOP
634	K SCOTT W SHOES	WOMEN'S SHOES
635	SPECIAL RUGS - NON-RDS	FLOOR COVERINGS
636	INTERNATIONAL GIFTS	GIFTING
639	MEN'S SKINCARE	COSMETICS
640	NARS	COSMETICS/FRAGRANCES
643	NAILS	COSMETICS

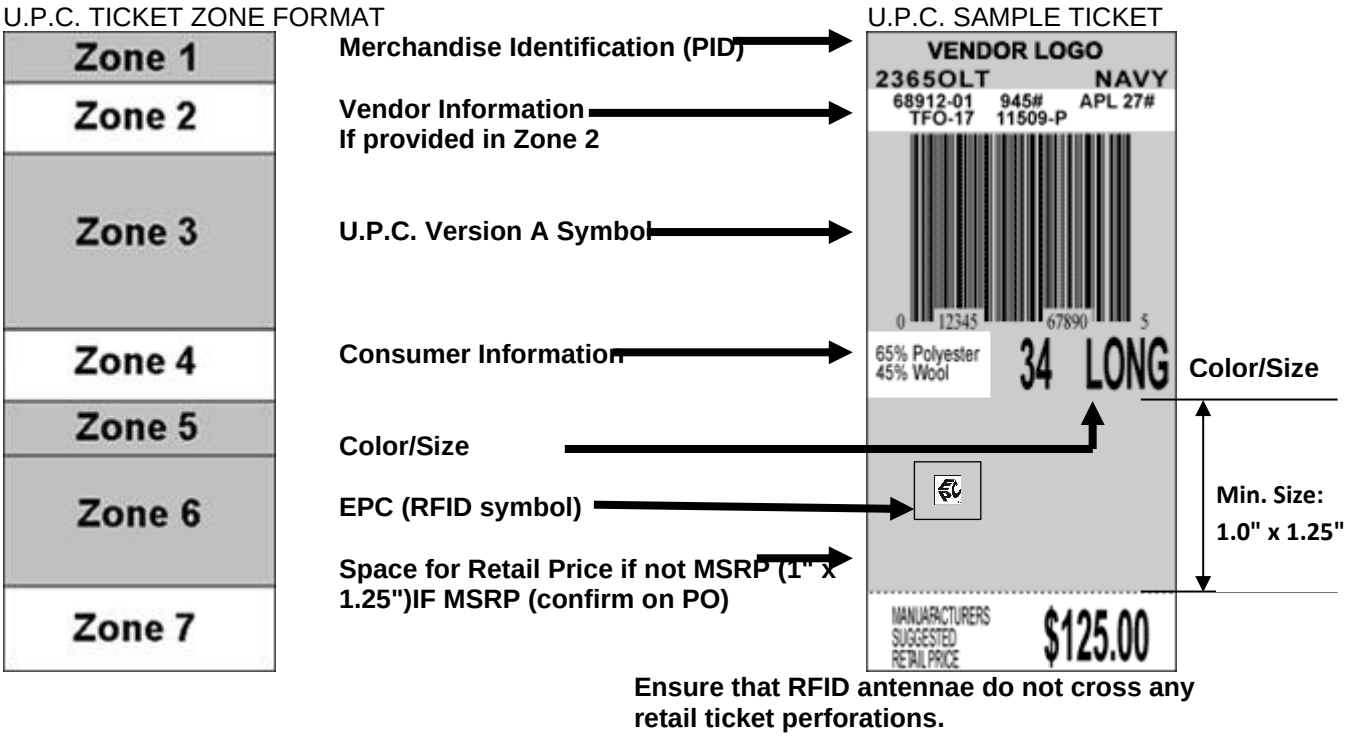
Department #	Department Description	Family of Business
645	FURNITURE COLLECTIONS	FURNITURE
646	CASUAL CHINA	TABLETOP
647	DIOR WOMEN'S FRAGRANCES	FRAGRANCES
648	PB BAKEWARE	HOUSEWARES
649	LLADRO	TABLETOP
650	SPECIAL CHINA	TABLETOP
651	ANASTASIA	COSMETICS
652	FABRIC UPHOLSTERY	FURNITURE
653	RECLINERS	FURNITURE
654	LEATHER UPHOLSTERY	FURNITURE
655	FLATWARE	DEC HOUSEWRS/TABLE LINENS/DECOR
656	OCCASIONAL FURNITURE	FURNITURE
657	ENTERTAINMENT/WALL	FURNITURE
658	BEDROOM	FURNITURE
659	DINING ROOM	FURNITURE
660	OUTDOOR FURNITURE-M/RATTAN-BLM	FURNITURE
661	GIORGIO ARMANI COSMETICS	COSMETICS/FRAGRANCES
662	SPECIALTY FRAGRANCES	FRAGRANCES
663	FRAGRANCE PROMOTIONS	FRAGRANCES
665	FURNITURE ACCESSORIES	FURNITURE ACCESSORIES
666	OUTDOOR LIVING	TOP OF TABLE
667	CANDLES	GIFTING
668	DIRECT SHIP CASE GOODS/LIGHTING	DIRECT SHIP BIG TICKET
671	PB MATTRESSES	FURNITURE
672	GADGETS	TABLETOP
673	SINGLE-SERVE CONSUMABLES	HOUSEWARES
680	GIFTING INITIATIVE	GIFTING
682	PB COOKWARE	HOUSEWARES
684	PB CUTLERY	HOUSEWARES
686	PB DINNERWARE/CERAMICS	TOP OF TABLE
687	PROMO STEMWARE/BARWARE	TOP OF TABLE
688	DINNERWARE/CERAMICS	TOP OF TABLE
689	PB TOWELS	TEXTILES
691	KITCHEN ELECTRICS	HOUSEWARES
692	CONTEMPORARY BEDDING	TEXTILES
693	PERSONAL CARE	HOUSEWARES

Department #	Department Description	Family of Business
694	SPECIAL CRYSTAL	TABLETOP
695	TECHNOLOGY	HOUSEWARES
696	CUTLERY	HOUSEWARES
698	SPECIAL SILVER	TABLETOP
699	FRAMES & DECOR	TOP OF TABLE
702	GIFT WRAP EXTRAS	GIFT WRAP
703	MARTHA STEWART WHIM	TEXTILES
711	PILLOWS & PADS	TEXTILES
715	ANNE KLEIN WOMEN'S SHOES	WOMEN'S SHOES
720	MADDEN SHOES	WOMEN'S SHOES
721	TECH ACCESSORIES	GIFTING
706	TECH ACCESSORIES	ACCESSORIES
735	RALPH LAUREN UPHOLSTERY-BLM	FURNITURE
752	TRADITIONAL LUGGAGE	LUGGAGE
754	NON TRADITIONAL LUGGAGE	LUGGAGE
755	CHOCOLATIER	FOOD/CANDY
764	RALPH LAUREN CASE GOODS-BLM	FURNITURE
765	UGG WOMEN'S SHOES	WOMEN'S SHOES
769	GUCCI BEAUTY	COSMETICS
783	CHRISTMAS CHINA	TABLETOP
784	PB BLANKETS	TEXTILES
785	GODIVA	FOOD/CANDY
786	WATER	FOOD/CANDY
787	CHARTER CLUB MODERATE BEDDING	TEXTILES
788	SEASONAL BEDDING	TEXTILES
789	CHARTER CLUB DESIGNS	TEXTILES
790	HOTEL LUXURY/HUDSON PARK BEDDING	TEXTILES
791	TRADITIONAL COLLECTIONS	TEXTILES
792	DOWN COMFORTERS	TEXTILES
806	HERITAGE SHOP	GIFTING
811	TREND MU BRANDS	COSMETICS
812	JO MALONE	FRAGRANCES
818	FRANGO	FOOD/CANDY
822	MS COL SHEETS	TEXTILES
849	TOM FORD WOMEN'S FRAGRANCES	FRAGRANCES

Department #	Department Description	Family of Business
860	TOYS	GIFTING
868	DIRECT SHIP FURNITURE	DIRECT SHIP BIG TICKET
870	GOURMET COOKWARE	HOUSEWARES
872	DIRECT SHIP MATTRESS	DIRECT SHIP BIG TICKET
873	VALUE BRANDED COOKWARE	HOUSEWARES
876	CHRISTOFLE-BLM	TABLETOP
877	BAKEWARE	HOUSEWARES
881	STATUS CRYSTAL GIFTS	TABLETOP
883	SVI RUGS BDS & BCOM	FLOOR COVERINGS
885	INTERIOR DESIGN	FURNITURE ACCESSORIES
886	CONSIGNMENT RUGS	FLOOR COVERINGS
958	BULK CANDY	FOOD/CANDY

Appendix C – U.P.C. Ticket Sample Format

Note: This ticket is being provided for illustration only. Your U.P.C. ticket should be created using your unique information in accordance with applicable GS1 guidelines.



Appendix D – U.P.C. Ticket Placement and Attachment

NOTE: For items not listed, consult vendorstandards@macys.com or the Ask An Analyst line, 1-4 p.m. EST, Monday – Friday at 513-782-1401, before ticketing and shipment. Ensure that RFID antennae do not cross any retail ticket perforations.

Item Description	U.P.C. Ticket Placement	Attachment
Belts	Through buckle or on belt	Loop-lock or sewn in
Boots	One each on adjacent sides REMINDER: Only ONE EPC per box	Sticker or printed on box
Bottoms – All FOBs, hanging or folded	Left side	Swift attached or sewn in joker
Bras	Left side seam/around front left strap	Swift attached or loop-lock
Cooking Utensils/Gadgets	Back or on card	Stickers or printed on card
Christmas Trim	On package/item	As merchandise indicates
Dresses	Left sleeve/through vendor care label	Swift attached
Giftwrap	On package/item	As merchandise indicates
Gloves - not boxed	Through vendor care label/connecting string	Swift attached
Hair Accessories - on cards	Bottom of card	Sticker or printed on card
Hair Accessories – loose	Around or on item	Rat tail, dumbbell, or sticker
Handbags/Backpacks	Around handle, zipper, strap, or frame joint	Loop-lock
Handbags – hinged, clutch	Through inner label, zipper, or outside hinged joint	Loop-lock or sewn in
Hats/Caps	Through headband or vendor care label	Swift attached
Intimate Apparel (excluding bras)	Left side/through vendor care label	Swift attached
Jewelry/Watches – on cards or in boxes	Bottom of card or box	Sticker or printed on card
Jewelry/Watches - loose	Around item	Non-removable rat tail or dumbbell
Women's Suits	Left sleeve, cuff, or seam	Swift attached or sewn on joker
Luggage/Briefcases	Around handle	Loop-lock
Dress/Woven Shirts – All FOBs, folded	Through placket	Swift attached through garment

Item Description	U.P.C. Ticket Placement	Attachment
(Integrated hang tag, separate promotional and U.P.C. tickets)		
Men's and Boy's suits, sports coats, and blazers	Left sleeve, cuff, or seam	Swift attached or sewn in joker
Napkins/Placemats	Through vendor care label or fabric	Swift attached, sewn in, or removable sticker
Napkin Rings	Inside or around	Removable sticker or loop lock
Outerwear – All FOBs	Left sleeve or cuff	Swift attached
Robes	Left sleeve/through vendor care label	Swift attached
Scarves/Shawls	Through vendor care label	Swift attached
Shoes	Front of box, next to size	Sticker or printed on box
Socks	On band or card	Sticker or printed on band
Sold in box/package (cosmetics, housewares, tabletop, gloves, umbrellas, candies, bath accessories)	On back of the box and the actual merchandise	Removable sticker, dumbbell, rat tail, etc. on item; sticker or printed on box
Sold out of box/package (frames, housewares, tabletop, gifts, watches, candles, bath accessories)	On back of the box and on the actual merchandise	Removable sticker, dumbbell, rat tail, etc. on item; sticker or printed on box
Stuffed Animals	On box/package/item	As merchandise indicates
Sweaters	Through vendor care label/left sleeve seam	Swift attached
Swimwear/Bodywear/Dancewear – one piece	Through vendor care label/left side	Swift attached
Swimwear – 2 piece	Through back of top/care label/left side	Swift attached
Ties	Through vendor care label	Swift attached
Tops – All FOBs, hanging	Through vendor care label in neck/left side seam	Swift attached
Tops – All FOBs, folded	Through vendor care label in neck	Swift attached
Towels	Corner	Swift attached or sewn in
Toys	On box/package/item	As merchandise indicates
Umbrellas – not boxed	Around the handle	Loop-lock
Vest	Left armhole seam/lower left panel of vest	Swift attached or sewn in
Wallets	Securely attached to product	Sewn-in or loop-lock

Appendix E – GS1 128 Shipping Container Label Format and Placement

NOTE: Manual labels must include zones A through H

Additional resources for GS1 standards and recommendations for resolution of label quality issues:

- GS1 Specifications
- Layman's guide to barcode print quality
- www.goodbarcodes.com

ZONE	REQUIREMENT
A	Ship from Address Company Name is optional.
B	Recipient Entity (e.g., Macy's, Bloomingdale's, or Bloomingdale's Outlet) c/o Distribution Center or Store Name for Direct to Store Shipments Recipient Street Address (DC except for Direct to Store Shipments) Recipient City, State, and Zip Code
C	Ship to Postal Code and Barcode
D	Carrier Name PRO Number BOL Number
E/F	Macy's Purchase Order Number - USE MINIMUM 20 POINT BOLD FONT Macy's Department Number (from EDI850) - USE MINIMUM 20 POINT BOLD FONT
G	"REPLENISHMENT" if qualifier "RE" in BEG 02 segment of EDI 850 Purchase Order FOB/Product Group (from EDI 850) – USE MINIMUM 20 POINT BOLD FONT
H	Macy's Division Store/.COM Number - USE MINIMUM 30 POINT BOLD FONT Store/.COM Name – NO ABBREVIATIONS

	Store Address – As detailed in **Small Ticket, Big Ticket, or Jewelry/Fashion Accessories Store to DC Listing**. Use abbreviations and font size as needed.
I	Standard Shipping Container Code (SSCC-18) Bar Code Symbol with dimensions: Minimum Height: 1.25” Minimum Length: 3.02” Quiet Zones: 0.25” as defined by the ANSI/ISO GS1 6 Standards

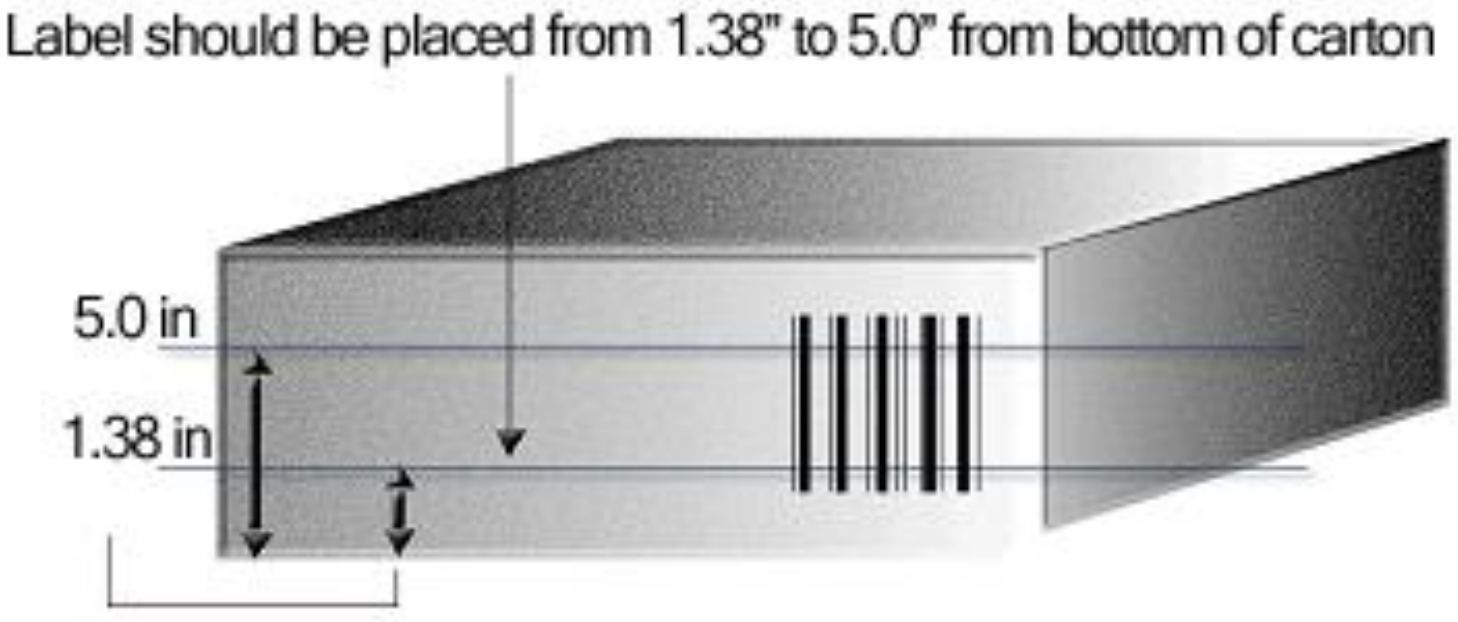
<u>These labels are being provided for illustration only</u>. Your GS1 128 labels should be created using your unique information in accordance with applicable GS1 guidelines. (800-543-8137 or www.gs1us.org). Label must be on a conveyable side of the carton. This is generally the longest side of the carton.

4 X 6 Label Example



3 X 8 Label Example




Label should be placed from 1.38" to 5.0" from bottom of carton
5.0 in
1.38 in

Appendix F –Hanger Style Numbers

- This list is intended to be a general guide.
- Standards should be applied to all families of business except where noted.
- Hanger sizes must be appropriate for the garment.
- Except where noted, logo hangers are not allowed.
- Secure Over Hook Sizers should not be used except for men's suits.
- Non-slip hangers must be used for all wide-neck tops.
- Macy's does not have a preferred hanger supplier. Any source that can provide the specific hanger styles described below is acceptable.
- Contact vendorstandards@macys.com or the Ask An Analyst line, 513-782-1401, 1-4 p.m. EST, Monday – Friday prior to ticketing and shipment for all questions.

HANGER DETAIL FOR ALL FAMILIES OF BUSINESS EXCEPT INFANT/CHILDREN THROUGH GIRLS 6X/BOYS 7

Merchandise Type	**GS1 Hanger Style Number-Description** *Except where noted, black plastic with silver metal hanger hook*
SUITS, SPORT COATS, and BLAZERS – Men's and Young Men's ONLY	Use Wishbone style walnut wooden hanger with Macy's gold logo 18 ½" with pant bar. Selected sport coats may ship without pant bar based on fabric at vendor discretion. Men's suits require hanger sizer.
SUITS – Women's and Juniors ONLY	494 – 17" Suit with Hook Receptacle and appropriate pinch grip bottom hanger
OUTERWEAR, HEAVY TOPS (Streetwear, etc.) Non-slip hangers must be used for all wide-neck tops.	NON-LEATHER: 3319 or 3320 - 19" Outerwear - flat 3328 or 3329 - 17" Outerwear - flat 3315 or 3316 - 15" Outerwear – flat LEATHER: 3969 – 19" U section 3937 – 17" U section 3945 – 15" U section
SPECIAL OCCASION AND SOCIAL DRESSES – Women's and Juniors ONLY Non-slip hangers must be used for all wide-neck tops.	479 - 19" Top 484 - 17" Top 485 - 15" Top 498 - 12" Top 497 - 10" Top OPTIONAL: 579 - 19" Top-Knit, Non-slip shoulders 584 - 17" Top-Knit, Non-slip shoulders 585 - 15" Top-Knit, Non-slip shoulders
DRESSES – All others Non-slip hangers must be used for all wide-neck tops.	479 - 19" Top 484 - 17" Top 485 - 15" Top 498 - 12" Top 497 - 10" Top

Merchandise Type	GS1 Hanger Style Number-Description *Except where noted, black plastic with silver metal hanger hook*
	OPTIONAL: 579 - 19” Top-Knit, Non-slip shoulders 584 - 17” Top-Knit, Non-slip shoulders 585 - 15” Top-Knit, Non-slip shoulders
TOPS (blouses, shirts, sweaters, etc.) NOTE: Heavy tops such as streetwear should use outerwear hanger Non-slip hangers must be used for all wide-neck tops.	479 - 19” Top 484 - 17” Top 485 - 15” Top 498 - 12” Top 497 - 10” Top OPTIONAL: 579 - 19” Top-Knit, Non-slip shoulders 584 - 17” Top-Knit, Non-slip shoulders 585 - 15” Top-Knit, Non-slip shoulders
BOTTOMS (slacks, shorts, skirts, etc.)	6014 - 14” Pinch bottom 6012 - 12” Pinch bottom 6010 - 10” Pinch bottom 6008 - 8” Pinch bottom OPTIONAL crease-free pad: 6214 - 14” Soft pinch bottom 6212 - 12” Soft pinch bottom 6210 - 10” Soft pinch bottom 6208 - 8” Soft pinch bottom HEAVY BOTTOMS (e.g., Streetwear): 7014 – 14” Long pinch bottom 7012 – 12” Long pinch bottom 7010 – 10” Long pinch bottom 7008 - 8” Long pinch bottom
SLEEPWEAR NOTE: Heavy robes should use Outerwear hanger Non-slip hangers must be used for all wide-neck tops.	479 - 19” Top 484 - 17” Top 485 - 15” Top 498 - 12” Top 497 - 10” Top OPTIONAL: 579 - 19” Top-Knit, Non-slip shoulders 584 - 17” Top-Knit, Non-slip shoulders 585 - 15” Top-Knit, Non-slip shoulders
INNERWEAR (bras, slips, panties)	CLEAR – NO LOGOS GS11 – 11” Intimate – top GS19 – 10” Intimate – top CW87 – Wrap – bottom
GIRLS/JUNIORS/WOMEN’S SWIMWEAR NOTE: Boys/Young Men’s/Men’s Swimwear use bottoms hanger	8014 - 14” Swimwear 8012 - 12” Swimwear 8010 - 10” Swimwear OPTIONAL soft pad:

Merchandise Type	GS1 Hanger Style Number-Description *Except where noted, black plastic with silver metal hanger hook*
	8214 - 14” Swimwear soft pad 8212 - 12” Swimwear soft pad 8210 - 10” Swimwear soft pad

HANGER DETAIL INFANTS/CHILDREN'S THROUGH GIRLS 6X/BOYS 7 (White Plastic with colored sizer).

NOTE: For heavier outerwear that may bend or break plastic frame hangers, the appropriate-sized black hanger may be used. See the chart above for appropriate hanger style numbers.

Merchandise Type	GS1 Hanger Style Number-Description
All tops, dresses, robes, sleepwear, and jackets	467 - 17" Top 472 - 15" Top 496 - 12" Top 495 - 10" Top
All pants/slacks, shorts, skirts/skorts	6110 - 10" Pinch bottom 6108 - 8" Pinch bottom
All sets – use white plastic loop hanger in conjunction with top hanger or frame with color sizer. No logos.	Plastic loop: 9412 - 12"x4" Drop Pinch bottom coordinate 9410 - 10"x4" Drop Pinch bottom coordinate 9408 - 8"x4" Drop Pinch bottom coordinate Frame: 959 - 12"x10" Frame 951 - 10"x8.5" Frame

Appendix G – Hanging Departments for.COM Merchandise

ALL Merchandise in the following departments should be shipped on hangers for .COM purchase orders. Merchandise in all other departments for .COM purchase orders should be flat-packed in individual, sealed polybags.

DEPARTMENT NUMBER	DEPARTMENT DESCRIPTION
053	Luxury Designer Coats
071	Petite Social Dresses
098	Women's Suits
100	Advanced Designers
101	Classic Designers
104	Adrianna Pappel Dresses
123	Calvin Klein Suit Separates
132	Lauren Evening Dresses
145	Womens Social Dresses
160	Millennial Social Dresses
162	Bridge Dresses
165	Tommy Suit Separates
166	Bridal
167	Opening Price Social
170	Stylist Social
172	Better Social Dresses
173	Calvin Klein Evening Dresses
179	Fame & Partners
182	Petites Leather / Active
184	Petite Rain & Wool Coats
185	Wool Coats
188	Leather / Suede / Fur
189	Women’s Rain & Wool Coats
190	Missy Suit Separates
192	Special Coats BLM
196	Missy Suits
197	Petite Suits
198	Womens Suit Separates
199	Petite Suit Separates
227	Jr Social Dresses
503	Mens Sportcoats
504	Mens Dress Slacks
505	Topcoats
507	Suit Separates
524	Mens Better Suits
526	Mens Designer Suits
757	Ralph Lauren Black BLM
817	Special Dresses BLM
890	European Designers
904	Fur Coats

Appendix H – Expense Offsets

Technology Expense Offsets

The Expense Offset and Invoice Chargeback Descriptions document provides additional explanation on all expense offsets. Access to this document requires sign-on to Macysnet.com.

****Denotes image may be available via Macysnet Chargeback and RTV activity.**

Category	Description	Expense Offset
**GS1 128	• No or unusable label; this may be due to label quality or lack of/missing pack-level data in the EDI856. • Not in production for GS1 128. Additional resources for GS1 standards and recommendations for resolution of label quality issues: ○ GS1 Specifications ○ Layman's guide to barcode print quality ○ www.goodbarcodes.com	$8.50 per carton
**GS1 128	• Incorrect location on carton • Incorrect format • Missing human readable, division name, PO#, Store #, etc.	$5.00 per carton, minimum $50.00 per receipt
**GS1 128	• No/wrong FOB and/or department	$50.00 per receipt and .75 per carton
EDI856	• No/unusable/inaccurate EDI856 at time of merchandise processing • Not in production for EDI856	$8.50 per carton, minimum $100.00 per receipt
EDI856	• Late EDI856 • Failure to consolidate store for same PO/shipment on one BOL/EDI856	$100.00 per receipt
EDI810	• Not in production for EDI810 • Inaccurate/missing BOL • Multiple invoices for same-store/PO/BOL • Multiple consolidated invoices for same PO/EDI856	$10.00 per invoice
EDI820	• Not in production for EDI820	$10.00 per check

Distribution Center/MIO Expense Offsets

****Denotes image may be available via Macysnet Chargeback and RTV activity. Do not submit APForm inquiries requesting images.**

Category	Description	Expense Offset
Shipping	• Merchandise shipped to wrong location	$250.00 per receipt and $10.00 per carton and freight
Shipping	• Noncompliance to purchase order U.P.C./GTIN/EAN and store distribution (i.e., substitutions, shortages, and overages by store). This may include concealed inaccuracies in the EDI856 Advance Ship Notice.	$50.00 per receipt and 50% cost of merchandise; $1.00 per unit for collateral
**Master pack	• Outer cartons not labeled master pack • Missing/inaccurate GS1 128 label on inner cartons	$5.00 per receipt and .50 per inner carton
Integrity Audit	• Removal from cross-dock program (i.e., 100% audit)	$50.00 per receipt and $1.00 per unit

Store Floor Ready Expense Offsets

****Denotes image may be available via Macysnet Chargeback and RTV activity. Do not submit APForm inquiries requesting images.**

Category	Description	Expense Offset
**U.P.C./Ticketing	• Missing/wrong/poor quality U.P.C. ticket • Ticket or other items affixed improperly (e.g., pins, string) • Missing/inaccurate retail	$50.00 per receipt and .75 per unit minimum $50 per receipt
**U.P.C./Ticketing	• Missing/inaccurate multi-piece garment/set tickets	$50.00 per receipt and .75 per unit minimum $50 per receipt
RFID/EPC	• Missing/incorrect RFID/EPC for required departments/FOBs	$50.00 per receipt and .75 per unit minimum $50 per receipt
**Hanger	• Missing/incorrect hanger (including non-black hanger where applicable)	$50.00 per receipt and .75 per unit minimum $50 per receipt
**Hanger	• Hangers seeded in box (i.e., not in garment)	$50.00 per receipt and .75 per unit minimum $50 per receipt
**Product Info	• Missing/inaccurate size strip or indicator on garment/package	$50.00 per receipt and .75 per unit minimum $50 per receipt
**Packing	• Unnecessary packing materials • Use of pins	$50.00 per receipt and .75 per unit minimum $50 per receipt

.COM Merchandise Preparation Expense Offsets

****Denotes image may be available via Macysnet Chargeback and RTV activity. Do not submit APForm inquiries requesting images.**

Category	Description	Expense Offset
**U.P.C./Ticketing	• No U.P.C. label on outside of polybag	$50.00 per receipt and .75 per unit minimum $50 per receipt
**U.P.C./Ticketing	• Missing/wrong/poor quality U.P.C. ticket • Ticket or other items affixed improperly (e.g., pins, string) • Missing/inaccurate retail	$50.00 per receipt and .75 per unit minimum $50 per receipt
RFID/EPC	• Missing/incorrect RFID/EPC for required departments/FOBs	$50.00 per receipt and .75 per unit minimum $50 per receipt
**Hanger	• Missing/incorrect hanger (including non-black hanger where applicable)	$50.00 per receipt and .75 per unit, minimum $50.00 per receipt
**Hanger	• Hangers seeded in box (i.e., not in garment)	$50.00 per receipt and .75 per unit, minimum $50.00 per receipt
**Packing	• Unnecessary packing materials • Use of pins	$50.00 per receipt and .75 per unit, minimum $50.00 per receipt
**Packing	• Merchandise not polybagged as individual selling unit • Multiple U.P.C.s per carton (6 or more units in shipment) • U.P.C.s not segregated within a carton (5 units or less in shipment)	$50.00 per receipt and .75 per unit
**Packing	• Polybag not securely sealed • Merchandise not properly folded to prevent wrinkling/movement in polybag	$50.00 per receipt and .75 per unit
**Packing	• Incorrect polybag (e.g., cellophane, holes)	$50.00 per receipt and .75 per unit
**Packing	• Merchandise shipped on hangers and should have been flat packed • Merchandise shipped flat-packed and should have been on hangers	$50.00 per receipt and .75 per unit
**Packing	• U.P.C. not visible through/on polybag	$50.00 per receipt and .75 per unit minimum $50 per receipt

**Packing/Product Integrity	• Missing information on product labeling (e.g., care instructions, country of origin)	$50.00 per receipt and .75 per unit minimum $50 per receipt
**Packing/Product Integrity	• Internal carton merchandise inspection required due to product integrity issues	$50.00 per receipt and .75 per unit minimum $50 per receipt

Return to Vendor Handling Expense Offsets

Category	Description	Expense Offset
RTV Handling	• Defective/Damaged/Unsalable/Recalled post receipt • Accommodation, seasonal/stock adjustments	• 10% of merchandise cost is charged as RTV HANDLING. • Prorated portion of the freight costs for initial inbound shipment is charged as RTV FREIGHT IN. Note: Freight In is not applied to vendors with 100% freight allowance. • Carrier freight costs to move return merchandise for Macy's Central Return Center to vendor warehouse is charged as RTV FREIGHT OUT.