



# ANNA'S LINENS

June 18, 2010

Dear Vendor Partners,

The attached document contains an updated Expense Offsets and Waivers Section (Section 8) for our 2010 Partner Guide. The update contains changes to the offset codes in the offset table which have been made to ensure that Partner Guide codes match the codes in EEM for 2009 and 2010. The offset rates and descriptions have **not been** changed.

In addition to the code changes, new offset code #320 for the EAS ticket requirement has been added to the table. The EAS ticket requirement was included in the 2010 Partner Guide update but the Offset Code was not incorporated.

Code	Offset Description	Offset Amount	Offset Explanation
320	No EAS ticket provided	\$.03 per ticket	EAS Tickets not affixed on merchandise as required and specified in the EAS ticket guidelines

The offset code updates are effective immediately.

Below is a summary of the changes:

Per 2010 Partner Guide effective March 29th	
Offset Code	Offset Description
103	Late Invoice - DSD POs
104	Late Invoice - Consolidated, Bulk, POE & DI POs
105	Inaccurate Invoice - Consolidated POs
106	Inaccurate Invoice - DSD, Bulk, POE & DI POs
417	Incomplete/Invalid or Non Scannable UCC-128 Label
418	Partial Carton(s) on Shipment

Per Updated 2010 Partner Guide, effective June 18th			
Offset Code	Offset Description	Offset Amount	Offset Explanation
103	Late Invoice - Consolidated, Bulk, POE & DI POs	\$100 per invoice, No Maximum	Invoice should be dated and transmitted via EDI within 5 days of the shipment.
104	Inaccurate Invoice - DSD, Bulk, POE & DI POs	\$25 per invoice, Bulk, POE, DI POs-\$500 Maximum, DSD POs-\$1,000 Maximum	The invoice must meet the EDI mapping guidelines in order to be utilized.
105	Late Invoice - DSD POs	\$25 per invoice, \$1,000 Maximum	Invoice should be dated and transmitted via EDI within 5 days of the shipment.
106	Inaccurate Invoice - Consolidated POs	\$100 per invoice, \$500 Maximum	The invoice must meet the EDI mapping guidelines in order to be utilized.
417	Partial Carton(s) on Shipment	\$5 per carton, for each missing carton, Minimum \$100	Shipping documents must match the number of cartons received.
418	Non Scannable UCC-128 Label	\$2 per carton, Minimum \$100	Each carton must have a valid, scannable UCC-128 Label.

Please contact me with any questions.

Thank You,

Lorena Hernandez  
Vendor Standards Coordinator  
Phone#714.460.2845-Fax#714.460.2892

3550 Hyland Avenue • Costa Mesa, California 92626

phone 714-850-0504 • fax 714-850-9170