

# VENDOR MANUAL

2019-2020 VERSION 3.0

## **SECTION 2 – Wholesale Product Special Handling Requirements**

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## VM SECTION 2: WHOLESALE PRODUCT SPECIAL HANDLING REQUIREMENTS

### OVERVIEW

Destination Maternity has five Wholesale Partners that require special product handling either by our Vendors directly or by Destination Maternity Distribution Center to be compliant to each partner's respective in country regulations and/or corporate requirements. Please see below Wholesale Partner Chart:

WHOLESALE PARTNER	COUNTRY
Agabang	South Korea
Multitrend	Middle East
Liverpool	Mexico
H&O	Israel
Amazon	USA

Unless otherwise instructed Vendors with Wholesale Purchase Orders will ship to the following locations:

FCA/FOB Vendors will ship to our Shanghai, China 3PL:

Expeditors BLP Distribution Center  
KE2-1 Warehouse, No. 240 Shen Ya Road  
Waigaoqiao Bonded Logistics Park, Shanghai,  
P.R. China, 200137

DDP/LDP Vendors will ship to our New Jersey Distribution Center:

Destination Maternity  
1000 John Galt Way  
Burlington, NJ 08016

Vendors who are unsure of their shipping terms (FCA/FOB or DDP/LDP) must contact the Merchant for Guidance. \*In addition to this section, Vendors must be proficient regarding Vendor Certification Requirements in Section 1 and Testing, Labeling, Logistics, Quality and Carton/Packing outlined in VM Sections 7, 8, 9 & 10 to ensure all International Purchase Orders are handled in compliance to all DM requirements.

NOTE: Wholesale Partner Purchase Order quantities shipping are subject to the following shipping tolerance – no exceptions:

- **International (Agabang, Multitrend, Liverpool, & H&O):** No Shortages / up to 3% Overages permitted.
- **Amazon Purchase orders:** No Shortages or Overages permitted.

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### WHOLESALE PURCHASE ORDERS

FCA/FOB Vendors shipping to our Shanghai, China 3PL and will be issued Wholesale Purchase Orders with 'I' preceding the PO Number:

Example: [I555176](#)

FCA/FOB Vendors with 'I' Wholesale Purchase Orders are not required to do any special product handling. The units produced for these Purchase Orders will be produced identically to the USA Purchase Order. All special handling for labeling/ticketing will be conducted by our Shanghai 3PL:

Product Handling	Vendor Responsibility
Product Testing	No Special Handling (Same as US Purchase Order)
Polybag/Polybag Price Sticker /Packing/Carton Shipping	
Brand/COO/Size Labels	
Price Ticket /Hangtag	
Care Label	
Importer of Record Label /Hangtag	
Product Inspection for COC (Certificate of Conformity )	

DDP/LDP Vendors with Wholesale Purchase Orders shipping to our New Jersey Distribution Center will be issued Purchase Orders with a letter preceding the PO Number that identifies the Wholesale Partner & Country. See chart below:

International Partner/Country	PO Letter Identifier
Agabang/ South Korea	<a href="#">A - example: A551988</a>
Multitrend/Middle East-Kuwait	<a href="#">M - example: M588289</a>
Multitrend /Middle East-UAE	<a href="#">T - example: T592569</a>
Multitrend/Middle East-Saudi Arabia	<a href="#">S - example: S551988</a>
Liverpool/Mexico	<a href="#">L - example: L589380</a>
H&O/Israel	<a href="#">H - example: H589196</a>
Amazon/USA	<a href="#">E - example: E599008</a>

## VM SECTION 2: WHOLESALE PRODUCT SPECIAL HANDLING REQUIREMENTS

### SPECIAL HANDLING REQUIREMENTS

FCA/FOB Vendors and Wholesale Purchase Orders shipping to our New Jersey Distribution Center are Required to fulfill special product handling for the following Wholesale Partners:

1. Liverpool
2. H&O
3. Amazon

NOTE: Agabang and Multitrend Partners Do Not require special handling by DM Vendors however please note the following regarding special inspection for Multitrend:

#### SASO (Saudi Arabia Standards Organization)

**SASO inspection requirements apply to Multitrend Purchase Orders for Saudi Arabia. Vendors are not required to handle inspection, however, should a style fail the inspection Vendors will be alerted and the Saudi Arabia purchase order will be subject to RTV. Please Reference SASO Inspection guidance located in [Section 7, pg. 51, Saudi Arabia Requirements](#)**

#### 1. LIVERPOOL: MEXICO

DDP/LDP Vendors shipping Wholesale PO's for Liverpool/Mexico will ship into our NJ Distribution Center and PO's start with an 'L'. The units produced for Liverpool will be produced identically as per the USA purchase order units, however there is an Importer of Record label and swing ticket that is mandatory for Mexico and must be handled by DM Vendors. See handling chart below:

Product Handling	Vendor Responsibility
Product Testing	No Special Handling (Same as US Purchase Order)
Polybag/Polybag Style Sticker/Packing/Carton Shipping	
Brand/COO/Size Labels	
Price Ticket/Hangtag	
Care Label	
Importer of Record Hangtag and/or Label	Special Handling Required: Liverpool <u>Importer of Record</u> Label & and/or Swing Ticket required on all garments and belts. Vendors must follow Mexico Requirements in <a href="#">VM SECTION 7</a> for detailed guidance.
Product Inspection for COC (Certificate of Conformity)	N/A

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### 2. [H&O: ISRAEL](#)

DDP/LDP Vendors shipping Wholesale PO's for H&O/Israel shipping into our NJ Distribution Center and PO's start with an H. The units produced for H&O will be produced identically as per the USA purchase order units, however the price ticket and care label are required to be in Hebrew. Additionally, the care label also requires H&O Importer of record information. See handling chart below:

Product Handling	Vendor Responsibility
Product Testing	No Special Handling (Same as US Purchase Order)
Polybag/Polybag Style Sticker/Packing/Carton Shipping	
Brand/COO/Size Labels	
Price Ticket / Hangtag	Special Handling Required: Price Ticket required in Hebrew Language and have H&O <u>Importer of Record</u> Information and vendors must follow Israel Requirements in <a href="#">VM SECTION 7</a> for guidance.
Care Label	Special Handling Required: Care Label required in <u>Hebrew Language</u> and vendors must follow Israel Requirements in <a href="#">VM SECTION 7</a> for detailed guidance.
Importer of Record Hangtag and/or Label	*See Above requirement for Price Ticket
Product Inspection for COC (Certificate of Conformity)	N/A

NOTE: vendors must comply with the above special handling or purchase orders for Liverpool and H&O or PO will be rejected for non-compliance. There are no exceptions, and our partners will not re-label any Purchase Orders for typographical errors, missing information, wrong translations or wrong placement.

### 3. [AMAZON: USA](#)

Vendors shipping Wholesale PO's for Amazon will ship into our NJ Distribution Center and PO's start with an 'E'. The units produced for Amazon will be produced identically as per the USA purchase order units, with the exception that no hangers are permitted on intimate apparel and DM price ticket may not have the price and this must be handled by DM Vendors. See handling chart below:

Product Handling	Vendor Responsibility
Product Testing	No Special Handling (Same as US Purchase Order)

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Polybag/Polybag Style Sticker/Packing/Carton Shipping	No Special Handling (Same as US Purchase Order)
Packing Exception: Product with Hanger	Special Handling Required: <u>No Hangers</u> are permitted on any Intimate Apparel that normally ships with a hanger [Bras, Panty's] and Vendors must follow Amazon Requirements in <a href="#">VM SECTION 7</a> for detailed guidance as well as <a href="#">Tech Pack for Folding Instructions</a> .
Brand/COO/Size Labels	No Special Handling (Same as US Purchase Order)
Price Ticket/Hangtag	Special Handling Required: <u>No Price</u> is permitted on the DM price ticket. Vendor can choose to do one of the following: <ol style="list-style-type: none"> <li>1. Take off the price by removing perforation</li> <li>2. Do not Print Price on Price Ticket for Amazon PO</li> </ol>
Care Label	No Special Handling (Same as US Purchase Order)

## VM SECTION 2: WHOLESALE PRODUCT SPECIAL HANDLING REQUIREMENTS

### CONTACT INFORMATION

To reach the International Merchandising Team:

NAME		CONTACT INFORMATION
Jennifer Graye	Merchandising Manager	ext. 79103 <a href="mailto:jgraye@destinationmaternity.com">jgraye@destinationmaternity.com</a>
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For questions related to International Logistics please contact:

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Cindy Lewis	Director of Logistics	Main: 856-291-9700 ext. 63805 <a href="mailto:clewis@destinationmaternity.com">clewis@destinationmaternity.com</a>
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For questions related to International Labeling/Ticketing/Product Compliance please contact:

NAME		CONTACT INFORMATION
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