



brands, inc.

7075 Flying Cloud Drive, Eden Prairie, MN 55344

TO: Bluestem Brands Domestic Suppliers for Appleseed's, Bedford Fair, Blair, Draper's & Damon's, Gold Violin, Haband, Norm Thompson, Old Pueblo Traders, Sahalie, The Tog Shop, and Wintersilks

FROM: Bluestem Vendor Compliance

SUBJECT: Late Shipment Policy

DATE: June 5, 2017

LATE SHIPMENT POLICY UPDATE:

In our competitive retail environment, we must ensure we are meeting and exceeding our customer expectations by requiring our suppliers to utilize just-in time supply chain principles. In line with industry standards, below is our domestic late shipment policy for all shipments with a Purchase Order Requested Ship Date/ETD Origin Date on or after June 5th.

Late is determined based on the following dates on the Purchase Order:

“PO Req. Ship Date” and/or “ETD Origin Date”

- 1-7 days late: 5% of the cost of the late product + \$50 administration fee.
- 8-14 days late: 10% of the cost of the late product + \$50 administration fee.
- 15+ days late: 15% of the cost of the late product + \$50 administration fee.

We appreciate your time and effort in reading, understanding and communicating this information within your organization.

If you have any questions, please send them to vendor.compliance@bluestembrands.com.