

FIT EVAL

REQUIRED FIELDS

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Agent:

- OWNER is required to fill in Agent field upon creating fit eval.
- Use type ahead to fill in the agent style is adopted with OR use the magnifying glass to search.
- L&F office vendor is placed through.
 - For Domestic and No Agent Direct vendor, please enter Kohl's Domestic.

Vendor:

- OWNER is required to fill in Vendor field upon creating fit eval.
- Reminder: Make sure fit eval doesn't already exist before creating new fit eval.
- Use type ahead to fill in the vendor style is adopted with **OR** use the magnifying glass to search.
- Note: CTD must fill in Vendor field promptly upon creating a fit eval BEFORE saving or vendor will not have access to fit eval.

HOME ONLY Factory:

- CTD is required to fill in the factory field upon creating fit eval OR submitting 1st fit.
- Use type ahead to fill in the factory vendor is using OR use the magnifying glass to search.

Adopted Style Handoff:

- Adopted Style Handoff Date is required to be filled in at the time the style is confirmed. The adopted style handoff date is advised in one of the below scenarios.
 - 1. Date **KTD** is advised by PM style is in the line (adopted).
 - 2. Date **OWNER** is advised to proceed with special sizes.
 - 3. Date **OWNER** is advised of a factory change.
- This field is filled in at Counter Sample Stage and remains static for all rounds.

• PP Deadline:

- Date MUST be provided at time of Adopted style hand off.
- CTD MUST confirm PP deadline is accurate once they begin review process on their end. If the PP deadline changes, CTD must update.

• POM Page Description:

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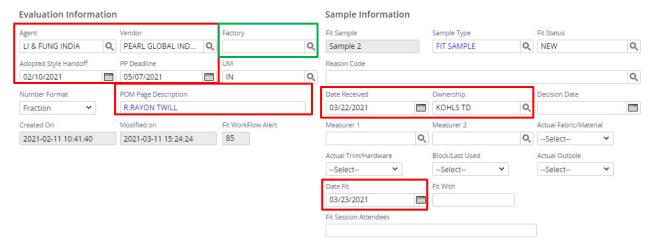
• Rename following POM page naming convention

Date Received:

- OWNER of fit is required to fill in Date Received field.
- Date Received is the date the sample is in possession to begin review process.
 - Date Received triggers the start of timeline.

• Date Fit:

OWNER is required to fill in Date Fit ONLY IF there was an actual sample fit.



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REQUIRED FIELDS (CONT'D)

Sample Type:

- Counter Sample Counter sample should ALWAYS be the first sample in each fit eval.
- Fit Sample Will auto populate once sample is initiated.
- **Pre-Production Sample** Will auto populate once sample is initiated.
- Top Reference Sample Will auto populate once sample is initiated.
- **3D FIT SAMPLE** Will auto populate once sample is initiated.

· Reason Code:

 OWNER is required to fill out Reason Code field ONLY IF sample status is NOT EVALUATED, REJECTED OR NOT APPROVED. See Reason Code section for more information.

Ownership:

- Ownership denotes OWNER of approval for each sample round, CTD or Kohl's TD.
- Use type ahead to fill in the Ownership field **OR** use the magnifying glass to search.

Measurer 1 & 2:

- CTDs are always MEASURER 1. KOHLS TDs are always MEASURER 2.
- Use type ahead to fill in the Measurer field **OR** use the magnifying glass to search.

• Fit sample status:

- OWNER is required to fill out Fit Sample Status field using one of the below fit sample statuses.
- Use type ahead to fill in the Fit Sample Status field **OR** use the magnifying glass to search.
- **Approved** Fit & aesthetics are good with very minor corrections.
- Cancelled No longer in the line.
- Not Approved Changes are need to make the style acceptable for fit and aesthetic.
- Not Evaluated No sample available to review.
- Rejected Sample far below expectations, did not follow previous comments/block pattern.

Actual Fabric/Material:

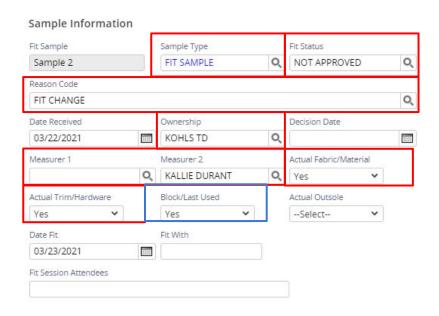
CTD **MUST** fill out on all sample rounds regardless of ownership.

Actual Trim/Hardware:

CTD **MUST** fill out on all sample rounds regardless of ownership.

APPAREL ONLY Block/Last Used:

- CTD to confirm if block/reference pattern was used provided by KTD.
- CTD to advise in fit comments the block or pattern reference used.



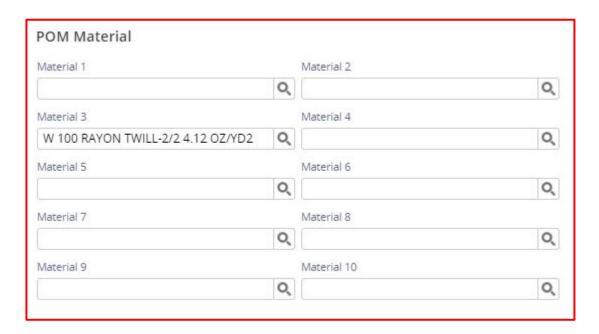
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REQUIRED FIELDS (CONT'D)

- APPAREL ONLY: POM Material
 - KTD required to fill out POM Material fields.
 - All material entered in these fields MUST match the material entered in the matching field on the POM tab. (Material 1 here must match material 1 on POM page, material 2 here must match material 2 on POM page, and so on.)



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