

KOHL'S

2024 Holiday Closure Schedule

This document contains the 2024 Holiday Closure Schedule.

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TMS Helpline Issues

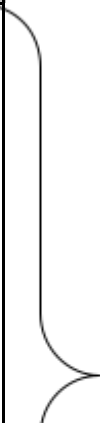
Vendors requiring Kohl's support to resolve issues related to routing requests may be assessed a fee. This fee assures that our TMS helpline remains available to all vendors in solving routing and transportation issues.

TMS Helpline Issues Allowed (No Fee Assessed)	Issue Owner
Vendor did not receive routing on or before the earliest available date	Kohl's
Overflow shipments (all modes)	Kohl's
Carrier issues	Kohl's
TMS web system issues	Kohl's
Request routing for special programs (Seasonal Set/Table and Tower); PO not in delivery management; PO update	Kohl's



Kohl's allows any necessary calls or e-mails to the TMS helpline regarding these issues without a fee.

TMS Helpline Issues Subject to Fee	Issue Owner
Vendor calls for routing status less than 48 hours from request	Vendor



Routing request revisions	Vendor
Password reset or invalid	Vendor
Kohl's vendor requirement questions	Vendor
Repeat or excessive vendor training on TMS system use	Vendor
Freight left behind due to vendor error	Vendor
Purchase Order questions– past cancel	Vendor
Request to expedite routing	Vendor
E-mail contact maintenance	Vendor
TMS set-up question	Vendor
Compliance questions (logistics or transportation)	Vendor
Air freight set-up questions	Vendor
Bill of Lading completion questions	Vendor
Pallet loading question	Vendor
Prepaid freight question	Vendor
ASN questions	Vendor

Kohl's requires that all initial communication must be through e-mail. Calls should only be attempted after 24 hours with no resolution through e-mail. Any attempt to call without prior e-mail communication will be assessed a \$25.00 fee per occurrence. Vendors are allowed two e-mails per month regarding these issues. Additional calls or emails may be assessed a \$25.00 fee per occurrence.

Note: Any phone call Kohl's must make to a vendor due to incomplete or missing information on TMS forms is subject to a \$25.00 fee per occurrence.

TMS Helpline Closures 2024 (Subject to change)

The TMS Helpline will close for the entire day on the following dates in 2024/2025:

- Monday, May 26
- Thursday, July 4
- Monday, September 2
- Thursday, November 28
- Tuesday, December 24
- Wednesday, December 25
- Wednesday, January 1, 2025

The TMS Helpline will close at 12:00 P.M. CT on the following dates in 2024:

- Friday, April 7
- Friday, May 26
- Wednesday, July 3
- Friday, August 30
- Wednesday, November 27

The TMS Helpline will reopen at 7:00 AM CT on the first business day following each of the dates listed above. Additional dates may be posted throughout the year. Please check back each month for updates.

Memorial Day Week Routing Reminder

As numerous vendors may be closed for Memorial Day to spend time with family and friends, Kohl's encourages advanced routing requests to ensure timely appointment scheduling and pick-up of freight before and during the Holiday week of May 26 through June 1.

Kohl's corporate offices will close at 12:00 pm CT on Friday, May 24 for the holiday and will not reopen until Tuesday, May 28.

Please adhere to the following guidelines for purchase orders:

Ship/Cancel dates during week of May 26 – June 1

- Submit routing no later than Tuesday, May 21
- Routing requests after May 21 cannot be assured of pick-up during the Memorial Day Holiday week
- As a reminder, routing requests should always be submitted the Wednesday prior to the start ship date and once per ship week
- Please review routing timing at <https://link.kohls.com/>
 - *Navigate to Resources >Transportation>Domestic Routing Requirements*
- This is a general guideline for non-replenishment shipments only
- The TMS Helpline will close at 12:00 PM CT on Friday, May 24
- The TMS Helpline and the Routing office will be closed on Monday, May 27

Fourth of July Week Routing Reminder

As numerous vendors may be closed over the Fourth of July holiday to spend time with family and friends, Kohl's encourages advance routing requests to ensure timely appointment scheduling and pick-up of freight before and during the Holiday week of June 30 – July 6.

Kohl's corporate offices will close at noon on Wednesday, July 3, and will reopen Friday, July 5.

Please adhere to the following guidelines for purchase orders:

Ship/Cancel dates during week of June 30 - July 6

- Submit routing no later than Tuesday, June 25
- Routing requests after Tuesday, June 25 cannot be assured of pick-up during the Fourth of July Holiday week
- As a reminder, routing requests should always be submitted on the Wednesday prior to the start ship date and once per ship week
- Please review routing timing at <https://link.kohls.com/>
 - *Navigate to Resources > Transportation > Domestic Routing Requirements*
- This is a general guideline for non-replenishment shipments only.
- The TMS Helpline and the Routing office will be closed at Noon Wednesday, July 3 and all day Thursday, July 4

Ship/Cancel dates during week of July 7- July 13

- Submit routing no later than Tuesday, July 2
- Routing requests after Tuesday, July 2 cannot be assured of pick-up during the Fourth of July Holiday week

Labor Day Week Routing Reminder

As numerous vendors may be closed for Labor Day to spend time with family and friends, Kohl's encourages advance routing requests to ensure timely appointment scheduling and pick-up of freight before and during the Holiday week of September 1 through September 7.

Kohl's corporate offices will close at 12:00 pm CT on Friday, August 30 for the holiday and will not reopen until Tuesday, September 3.

Please adhere to the following guidelines for purchase orders:

Ship/Cancel dates during week of September 1 - 7

- Submit routing no later than Tuesday, August 27
- Routing requests after Tuesday, August 27 cannot be assured of pick-up during the Labor Day Holiday week
- As a reminder, routing requests should always be submitted the Wednesday prior to the start ship date and once per ship week
- Please review routing timing at <https://link.kohls.com/>
 - *Navigate to Resources >Transportation>Domestic Routing Requirements*
- This is a general guideline for non-replenishment shipments only
- The TMS Helpline will be closed beginning at 12:00 pm CT on Friday, August 30
- The TMS Helpline and the Routing office will be closed on Monday, September 2

Thanksgiving Week Routing Reminder

As numerous vendors may be closed for Thanksgiving to spend time with family and friends, Kohl's encourages advance routing requests to ensure timely appointment scheduling and pick-up of freight during the Holiday week of November 24 – 30.

Kohl's corporate offices will close at 12:00 pm CT on Wednesday, November 27 for the holiday and will not reopen until Friday, November 29.

Please adhere to the following guidelines for purchase orders:

Ship/Cancel dates during week of November 24 – November 30

- Submit routing no later than Tuesday, November 19
- Routing requests after Tuesday, November 19 cannot be assured of pick-up during the Thanksgiving Holiday week

Ship/Cancel dates during week of December 1 – 7

- Submit routing no later than Tuesday, November 26
- Routing requests after Tuesday, November 26 cannot be assured that routing will be returned during the Thanksgiving Holiday week

- As a reminder, routing requests should always be submitted by the Wednesday prior to the start ship date and once per ship week
- Please review routing timing at <https://link.kohls.com/>
 - *Navigate to Resources >Transportation>Domestic Routing Requirements*
- This is a general guideline for non-replenishment shipments only
- The TMS Helpline will be closed beginning at 12:00 pm CT on Wednesday, November 27
- The TMS Helpline and the Routing office will be closed Thursday, November 28

Christmas Week Routing Reminder

As numerous vendors may be closed for Christmas to spend time with family and friends, Kohl's encourages advance routing requests to ensure timely appointment scheduling and pick-up of freight during the holiday week of December 22 – 28.

Kohl's corporate offices will closed Tuesday, December 24, and will not reopen until Thursday, December 26.

Please adhere to the following guidelines for purchase orders:

Ship/Cancel dates during week of December 22 – 28

- Submit routing no later than Tuesday, December 17
- Routing requests after December 17 cannot be assured of pick-up during the Christmas holiday week

Ship/Cancel dates during week of December 29 – January 4

- Submit routing no later than Tuesday, December 24
- Routing requests after December 24 cannot be assured of pick-up during the Christmas holiday week

- As a reminder, routing requests should always be submitted by the Wednesday prior to the start ship date and once per ship week
- Please review routing timing at <https://link.kohls.com/>
 - *Navigate to Resources >Transportation>Domestic Routing Requirements*
- This is a general guideline for non-replenishment shipments only
- The TMS Helpline and the Routing office will be closed on Tuesday, December 24, Wednesday, December 25, and Wednesday, January 1

New Year's Week Routing Reminder

As numerous vendors may be closed for New Year's to spend time with family and friends, Kohl's encourages advance routing requests to ensure timely appointment scheduling and pick-up of freight during the Holiday week of December 29 – January 4.

Kohl's corporate offices will be closed Wednesday, January 1 for the Holiday and will not reopen until Thursday, January 2.

Please adhere to the following guidelines for purchase orders

Ship/Cancel dates during week of December 29 – January 4

- Submit routing no later than Tuesday, December 24
- Routing requests after December 24 cannot be assured of pick-up during the Christmas holiday week

- As a reminder, routing requests should always be submitted by the Wednesday prior to the start ship date and once per ship week
- Please review routing timing at <https://link.kohls.com/>
 - *Navigate to Resources >Transportation>Domestic Routing Requirements*
- This is a general guideline for non-replenishment shipments only
- The TMS Helpline and the Routing office will be closed on Tuesday, December 24, Wednesday, December 25, and Wednesday, January 1

Contact Information

Topic	Contact Info
K-Link	Kohl's Help Desk 262-703-1515 for Technical Assistance
Transportation	TMS@Kohls.com Phone: 262-703-7718

TMS Helpline hours of operation are 7:00 am CT to 3:00 pm CST, Monday through Friday.