



## **Landed/POE Shipment Requirements**

This document outlines Kohl's requirements for Landed/Port of Entry Shipments.

# Contents

Landed Shipments Defined.....	3
Landed Shipment Requirements.....	3
Landed GS1-128 Label Requirements.....	3
Bulk Landed Format – E-Commerce only – “Ship Ready” Cartons.....	4
Port of Entry Information.....	4
Landed Container Loading Requirements.....	4
Landed Container Authorization Process.....	5
Vendor Fees for Landed Shipments.....	5
Exception Freight (Loose Freight and Delivery Drop).....	6
Landed Late Shipment Extensions and Applicable Penalties.....	6
Kohl's 3rd Party Deconsolidator Contact Information.....	6
Appendix: Frequently Asked Questions (FAQ).....	7

## Landed Shipments Defined


- Landed ("LD" or "LE") purchase orders are defined as full container shipments of Kohl's merchandise with the vendor listed as the importer-of-record
- Landed shipments are also known as POE shipments, DC Bypass or LDP (Landed Duty Paid)
- Shipments are picked up at the port by Kohl's third party deconsolidator
- Landed orders cannot be packed-by-store (PBS) orders

## Landed Shipment Requirements


- A purchase order is not allowed to ship on more than one vessel but can ship in multiple containers on the same vessel
- Advance Ship Notification (ASN) transmission is required on all landed shipments
  - o ASN requirements for landed shipments are different than requirements for import and domestic orders
  - o The EDI 856 Landed ASN must be transmitted 7 days prior to the PO start ship date; it must download successfully into Kohl's system
  - o There must be only one (1) ASN per container at the container level that includes data for all POs with the container
  - o ASNs must be accurate and comply with our EDI terms and conditions
  - o ASN container ID must match the Traverse container ID and must be the physical container ID
  - o Landed ASN testing is required through Kohl's EDI Team, edimio@kohls.com, and must be completed 30 days prior to the PO start ship date

## Landed GS1-128 Label Requirements

- GS1-128 labels are required on all landed shipments
- Each carton must be labeled with a GS1-128 label
- The SSCC number on GS1-128 label must match the SSCC number per the ASN for the container in which the cartons are physically loaded
- It is highly recommended that Landed GS1-128 labels be submitted to Barcode Graphics, Inc. for evaluation and approval to: [test@barcode-us.com](mailto:test@barcode-us.com)
- Full details are found within *Kohl's Packaging and Shipping Requirements* publication on K-Link; Landed GS1-128 label examples follow (not to scale)

<b>From:</b> Acme Supplier 123 A Street Chicago, IL 60611	<b>To:</b> Kohl's Inc. N56 W17000 Ridgewood Dr Menomonee Falls, WI 53051
PO #: 1234567 Dept: 123 Style: A1234567 Color: Red                      Size: 10                      Units: 12	
SSCC- 18:  (00) 0 0718908 562723189 6	



**Bulk Landed Format**

<b>From:</b> Acme Supplier 123 A Street Chicago, IL 60611	<b>To:</b> Kohl's Inc. N56 W17000 Ridgewood Dr Menomonee Falls, WI 53051
PO #: 1234567                      Style: A1234567 Dept: 123                                      S M L XL Color: Red                                      2 4 4 2 Units: 12	
SSCC-18:  (00) 0 0718908 562723189 6	

**Prepack Landed Format**

### Bulk Landed Format – E-Commerce only – “Ship Ready” Cartons

- Any carton exceeding the maximum outbound carton dimensions (26” x 20” x 15”) in any or all direction(s) and with one selling unit is deemed “Ship Ready” and must be packaged in a re-shippable carton that can withstand the rigors of outbound parcel
- Re-shippable packaging is defined as:
  - o A sealed carton containing one selling unit
  - o Able to ship via a small parcel carrier without damage to the product
  - o “Ship Ready” does not apply to apparel or cosmetic merchandise
  - o A UPC gum label near the GS1-128 label or as part of Zone H in the GS1-128 label format:

<b>From:</b> Acme Supplier 123 A Street Chicago, IL 60611	<b>To:</b> Kohl's Inc. N56 W17000 Ridgewood Dr Menomonee Falls, WI 53051
PO #: 1234567 Dept: 123 Style: A1234567 Units: 1	
<b>SSCC- 18:</b> 	

Merchandise UPC, if applicable



### Port of Entry Information

- Landed PO containers are approved to arrive at the following ports only:
  - o Los Angeles/Long Beach (EDI Location Identifier 2704)
  - o New York/New Jersey (EDI Location Identifier 1001)
  - o Miami, FL (EDI Location Identifier 5201)
  - o Dallas/Fort Worth, TX (EDI Location Identifier 5501; requires special approval)

### Landed Container Loading Requirements

- Multiple PO's can be loaded in a container provided the start ship date of each PO is the same
- No pallets are allowed (with the exception of preapproved CDU pallet programs)
- Use proper cardboard strength for the product inside

- Recommended loading volumes by container size:
  - 20' Dry – 28 CBM's
  - 40' Dry – 58 CBM's
  - 40' High Cube – 68 CBM's
  - 45' High Cube – 78 CBM's

### Landed Container Authorization Process

- Containers must be fully available for pick up on or before the PO start ship date
  - This includes but is not limited to: customs released, freight released, container discharged and available by the terminal, freight authorization entered in the Traverse Portal, delivery order (DO) uploaded in the Traverse Portal, port fees paid, correct container ASN's received by Kohl's, etc.
  - The vendor is responsible for all costs associated with making containers available, including but not limited to: international transportation, customs clearance, Traffic Mitigation Fee (TMF) and Clean Truck Fee (CTF) in LA, chassis rental, and demurrage
  - Failure to make container available on or before the PO start ship date will result in chargebacks
  - The vendor must submit the landed freight authorization (FA) entry on Kohl's Traverse Portal (<https://kss.traversesystems.com>) no less than seven (7) days in advance of the Kohl's PO start ship date for the earliest PO loaded in the container
  - The vendor must send an EDI 856 that successfully loads into Kohl's system for each container ASN listing all PO's loaded in the container no less than seven (7) days in advance of Kohl's start ship date for the earliest PO loaded in the container
    - The physical container ID must be used for both the EDI 856 Container ID and the Container Number that is entered in Traverse
  - An accurate delivery order (DO) must be uploaded in the Traverse portal no less than three (3) business days in advance of the container availability date; the standard industry DO is sufficient
  - It is the vendor's responsibility to confirm that all POs in landed containers are of a Landed PO type ("LD" or "LE") as indicated in the Kohl's 850 PO transmissions
    - A pop-up warning in the Traverse Portal Landed Data Summary Grid will help vendors determine if there are non-landed PO types in containers; if this warning appears while entering the freight authorization, the vendor must contact their Kohl's merchant team to resolve
    - It is the vendor's responsibility to have incorrectly submitted domestic PO types updated to "LD" or "LE" prior to the PO start ship date; failure to do so will result in related chargebacks as published in *Kohl's Vendor Compliance Schedule of Charges* for a missing ME number
- Landed containers are drayed by Kohl's designated truckers listed in the "Kohl's 3rd Party Deconsolidator Contact Information" section of this publication
  - Containers will be picked up no sooner than 4 days prior to the latest start ship date of the POs loaded in the container
- When conditions permit, Kohl's is flexible in allowing vendor drayage; in these conditions, reach out to [vendor.services@kohls.com](mailto:vendor.services@kohls.com) for more information
- Container manifests and packing lists can be uploaded to Kohl's Traverse Portal

### Vendor Fees for Landed Shipments

- International transportation, customs clearance, Pierpass Traffic Mitigation Fee (TMF), Clean Truck Fee (CTF), chassis rental, issue resolution on landed shipments and accessorial charges for off-hours pick-up
- Demurrage and/or detention accrued on containers
- Chassis rental and fees will be charged back to the vendor at a flat rate of \$100 per container

### **Exception Freight (Loose Freight and Delivery Drop)**

- Vendors should contact Kohl's third party deconsolidator to schedule an appointment after authorization entry is submitted via Kohl's Traverse System portal
- Container ASNs are required and must meet Kohl's Landed EDI 856 ASN requirements
- Vendors must deliver the exception freight directly to Kohl's third party deconsolidator
- Delivery orders (DO's) are not required
- Use the guidelines below when entering freight authorization (FA) data into the Traverse Portal Entry guidelines for exception freight (delivery orders are not required)
  - o Loose Freight
    - Vessel Name: Loose Freight
    - Container ID: must match the ID used in the Landed EDI 856 ASN but does not need to match a physical container ID
  - o Delivery Drop Freight
    - Vessel Name: Delivery Drop
    - Container ID: must match the ID used in the Landed EDI 856 ASN but does not need to match a physical container ID

### **Landed Late Shipment Extensions and Applicable Penalties**

- A landed purchase order (PO) not full available for pickup by the PO start ship date is considered a landed late shipment
- If merchant office approval is requested and approved for a landed PO to ship late without a late shipment penalty, an EDI 850 or 860 must be re-transmitted, prior to the original start ship date, with an entirely new ship window (i.e., with a new start ship date and new cancel date of a Monday through Saturday)
- E-mail documentation and/or PO special instructions are not permitted as exemptions from a landed late shipment penalty

### **Kohl's 3rd Party Deconsolidator Contact Information**

**Los Angeles** (Gilbert): Deconsolidation only  
771 Watson Center Drive  
Carson, CA 90745  
Email: kohls-carson-cs.ams.us@geodis.com

**Los Angeles** (Golden State Logistics): Drayage only  
Email: landed@gsltrans.com

**Dallas/Fort Worth** (Performance Team - requires special approval): Deconsolidation and Drayage  
400 Intermodal Parkway  
Fort Worth, TX 76177  
Email: kohlsft\_PT@maersk.com

**New York/New Jersey** (Gilbert): Deconsolidation and Drayage  
1000 Riverside Drive  
Keasbey, NJ 08832  
Email: kohlscs.cl.us@geodis.com

**Miami** (Gilbert): Deconsolidation and Drayage  
4395 W 88th St  
Hialeah, FL 33018  
Email: kohls-cs-group.ams.miami@geodis.com

## **Appendix: Frequently Asked Questions (FAQ)**

### **The EDI 856 was sent and an EDI 997 acknowledgement was received. Why am I being informed that Kohl's has not received the container ASN?**

*An automated EDI 997 will be sent to the vendor acknowledging receipt of their EDI 856. This is only an acknowledgement of receipt. It does not mean the EDI 856 was correct or that it downloaded the container ASN into Kohl's system.*

### **How can I find out the status of a container once it arrives at port?**

*Vendors should use the Traverse Portal Landed Data Summary Grid for updates on container pick up (dispatched), delivered and unloaded ("de-vanned") status. The trucker can be contacted directly for other information needed. Note: The "Dispatch Date" indicates the appointment date to pick up the container at the terminal.*

### **How can I get a document showing a container was picked up (Proof of Delivery, terminal interchange document, etc.)?**

*Contact the trucker directly at the email in the "Kohl's 3rd Party Deconsolidator Contact Information" section.*

### **What happens if my shipping contract includes the container to be wheeled upon arrival?**

*The vendor must notify the trucker in advance if the container is wheeled. Failure to provide notice may cause delays or missed appointments, and the vendor will be responsible for any resulting charges. If the container must be transferred to the trucker's chassis to avoid a missed appointment, a chassis fee will apply. This fee will be waived if the vendor notifies both the trucker and Tr-Deconsol@kohls.com in advance.*

### **Why does the DO need to have accurate container ID, BL# and container size data?**

*Missing or inaccurate information on the DO may result in missed appointments due to truckers not being able to lookup the container on the terminal website or arriving with incorrect chassis. The vendor will be responsible for any charges if this occurs.*

### **My container is arriving more than a week prior to the start ship. What can I do to get it picked up early?**

*If a vendor desires early arriving containers to be picked up more than 4 days prior to the Start Ship date, the vendor must contact their Kohl's merchant partner to see if the PO(s) can be accepted early, request their merchant partner approve early delivery, enter splits, and notify tr-deconsol@kohls.com of approval.*

Contact vendor.services@kohls.com with any additional questions.