

KOHL'S

International Shipping Requirements

This document includes: International Routing and Shipping Requirements, Document Turnover Timing Matrix, and Freight Forwarder Contact Information.

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International Shipping Requirements

This section provides shipping instructions for those orders for which transfer of ownership from the vendor to Kohl's is at a foreign location and Kohl's is responsible for the payment of ocean freight and U.S. Customs entry fees.

- Kohl's requires all import vendors (Li & Fung, Letter of Credit and Direct Import) to ship cartons with GS1-128 carton labels
- Kohl's requires all import vendors (Li & Fung, Letter of Credit and Direct Import) to transmit a factory ASN to the appropriate Kohl's Freight Forwarder

Shipment Forwarding Information

- Forwarding information for overseas FOB (Free on Board/Ship Locations) points are provided in the letter of credit instructions or with the Kohl's purchase order
- Kohl's requires all import vendors (Li & Fung, Letter of Credit and Direct Import) to transmit a factory ASN to the appropriate Kohl's Freight Forwarder
- Letter of credit/direct import vendors may utilize CY (factory loaded containers)
- Contact the forwarder at origin for cutoff times and schedules

Shipping Process

- Kohl's x-factory windows indicate the time of delivery required at origin to either the overseas consolidator or origin terminal
- Orders are required to ship at one time and complete
- Deviation from the planned x-factory window requires buyer approval
- Overage outside of tolerance requires a PO update and a new EDI transmission; tolerance for import purchase orders is 2%
- Kohl's requires all import vendors (Li & Fung, Letter of Credit and Direct Import) to ship cartons with GS1-128 carton labels

Booking

- Booking with the freight forwarder is required fourteen (14) days prior to the start of the x-factory window to ensure vessel space and equipment availability
- Vendor must submit correct and complete shipping instructions (SI) documents to Kohl's appointed consolidator by the consolidator's SI submission cutoff. Required documents include:
 - o Container load plan
 - o Packing list
 - o Shipment Release Authorization (if applicable)
- Failure to submit these documents by the consolidator's SI submission cutoff could result in delayed shipments and/or chargebacks

Export License

- Vendor must submit a correct and complete export license (when applicable)
- Export license must be submitted to Kohl's appointed consolidator before the forwarder will release carrier equipment to the vendor
- Kohl's appointed consolidator will verify the export license quantity against the booking quantity

ASN – Advance Shipment Notice

- Vendor must submit proper ASN level information including GS1-128 carton records and related transmitted data to Avery Dennison based on pre-determined cutoffs
- Failure to provide accurately labeled cartons and related data will result in a penalty to the vendor

Ship Mode	Production Countries	ASN Submission Timing
Ocean - CFS	All	Before cargo arrives at freight forwarder warehouse
Ocean - CY	All - except Central America, Mexico, Haiti, Dominican Republic	Before sailing date
	Central America*, Mexico, Haiti, Dominican Republic *Central America includes Guatemala, Belize, Honduras, Nicaragua, Costa Rica, Panama	Before cargo arrives at freight forwarder warehouse
Air	All	Before cargo arrives at freight forwarder warehouse

Avery Dennison InfoChain Express (ICE) Application:

- Import vendors and/or factories are required to use a software application created by Avery Dennison called InfoChain Express (ICE) to fulfill these requirements
- Avery Dennison is the sole provider for this requirement
- Vendors will not be able to use any other carton label or ASN application for Kohl's import orders
- Avery Dennison InfoChain Express (ICE) application provides vendors the ability to:
 - o Print carton labels
 - o Perform shipment scanning
 - o Generate a factory ASN as required by Kohl's
- Vendors need to contact Avery Dennison directly to find out details
 - o Specific solution that best meets their company's needs and the financial costs involved
 - o It takes approximately 8 weeks to get set up and running on one of the Avery solutions
- Once the vendor has chosen a solution and signed up with Avery Dennison, please refer to Kohl's Standard Operating Procedures (SOP) for specific details regarding Kohl's requirements, including compliance information, pertaining to the ICE system
- The SOP document is located on the Kohl's ICE portal: <http://network.infnexus.com>
- Kohl's requires vendors to get set up, trained and certified on the Avery Dennison ICE application within eight weeks after the first import Purchase Order is approved in Kohl's system
 - o Once the eight week period is over vendors are required to label their import cartons
 - o Provide a factory ASN to the freight forwarders

Listing of Avery Representatives:

To initiate Avery ICE registration, please contact:

Sales Representative: Hillary Song
 Email: hillary.song@ap.averydennison.com
 Cell: +86 189 221 95824
 Office Tel: +86 20 3233 5651

All other inquiries regarding the Avery ICE process, please contact:

Avery Dennison Support Mailbox:
Software.Support@ap.averydennison.com

Compliance Information:

- Vendors must be compliant with Kohl's import rules and requirements
- Failure to be compliant with these rules and requirements may result in vendor chargebacks
- New vendors will not be charged for non-compliance during the 8-week set up period
 - This period begins when the first import purchase order is approved in Kohl's system
- Once the 8-week set up period is over, Kohl's will not exempt vendors and/or factories from
 - Shipping purchase orders without GS1-128 carton labels
 - Sending a factory ASN
- For questions regarding this information, please contact
 - One of the Avery Dennison contacts in the above list
 - Kohl's EDI Team: edimio@kohls.com

Loading CY

- Vendor must load container per the submitted load plan in PO/UPC order within the container
- Failure to load the container in PO/UPC order will result in additional handling fees from the U.S. de-consolidator, which will be charged to the shipping vendor/factory
- The vendor cannot substitute POs or cartons
- Failure to follow this requirement could impact Kohl's ability to clear merchandise through U.S. Customs timely and accurately. Containers loaded with discrepancies versus the stated load plan will be subject to a penalty
- Purchase order is not allowed to be split into two containers unless the volume exceeds one container
- Purchase order is not allowed to ship on more than one vessel
- Partial shipment is not allowed unless approved by Kohl's Transportation department

Loading CFS

- Kohl's freight forwarders provide consolidation services. See the forwarder contact information by origin listing sections of this publication
- Vendor must have qualified administrative staff available during normal CFS operating hours to resolve issues
- Failure to have available resources at the vendor's location could result in delayed shipments and a penalty assessed to the vendor
- Vendor must provide all necessary paperwork and freight based on published CFS cutoffs for the CFS freight
- Commercial documents must be turned over to the freight forwarder.

Loading Requirements

- Factories are allowed to load their own containers (CY shipping), provided that Kohl's loading requirements are met:
 - 20' Dry 28 CBM's - Can only be used when dictated by weight
 - 40' Dry 58 CBM's
 - 40' High Cube 68 CBM's
 - 45' High Cube 78 CBM's
- If the total CBM's do not meet the minimum loading requirements, either the entire shipment or the portion of the shipment remaining must be processed through Kohl's nominated consolidation warehouse
 - Using a 20' Container for reasons other than weight will result in a \$500 charge.
 - Failure to follow these requirements will result in dead freight charges equal to the portion of the container not utilized and possible loss of CY (container yard) privileges

Air Shipments

- Supplier's responsibility
 - Booking air with Yusen
 - Using Yusen eInvoice to get KDC from Li & Fung
 - Prepare Yusen eInvoice (with actual receiving data) and upload KDC in Yusen Vantage portal
 - Settle Yusen local charges and Air Freight Forwarder local charges, then, collect original FCR from Yusen
 - Submit Yusen eInvoice and original FCR to Li & Fung to get payment
- Timeline
 - 1 day or before Cargo Delivery to air freight forwarder, supplier needs to prepare eInvoice in Yusen Vantage Portal and send to Li & Fung to get the KDC
 - After cargo deliver, supplier needs to prepare the Factory ASN
 - Supplier will go to Yusen Vantage portal to submit the eInvoice and upload KDC
 - Supplier settles Yusen local charge & collect original FCR

Kohl's Container Shipment Expectations

General Expectations

- Packed Containers have to be weighted prior to loading aboard the ship
- The shipper will be responsible for obtaining the verified gross mass (VGM)
- Without VGM submitted by the VGM cutoff, the container will not be loaded

Kohl's Expectations for CY

- Shippers will implement procedures to verify VGM prior to 1 July 2016
- Shippers will Communicate VGM:
 - To Yusen through Griffin Supplier Portal
 - To Expeditors through VGM document upload (OMB / Expo Booking)\
- Required Elements
 - Carrier Booking Number or BL Number
 - Container Number
 - VGM Weight (Unit of Measurement, in KG or LBS)
 - Name of Authorized Person (in Capital Letters)
 - Method of Weighing (Method 1 or Method 2)
 - Name of Weighing Party (Name, Address, and Contact details)
 - Weight Determination Date / Time
 - VGM Reference # / VGM "Certificate" reference (optional-based on local country regulation)
- Yusen/Expeditors will submit VGM to carrier
- Carrier will submit VGM to origin terminal to allow in-gate

Kohl's Expectations for CFS

- Shipper/Supplier/Vendor will submit accurate cargo weight when creating booking with Yusen/Expeditors
- Yusen/Expeditors will receive, weigh cargo, and enter the VGM into the required system
- Yusen/Expeditors will submit VGM to carrier
- Carrier will submit VGM to origin terminal to allow in-gate

Document Turnover Timing Matrix

- The turnover timing matrix should be used by vendors at origin to establish when documents are due to the Kohl's designated ocean forwarder before shipment can occur.

Origin	From Sailing (Includes Sail Date)	Includes Weekends?
Kenya	7	Yes
South Africa	10	Yes
All Others	4	Yes

International Freight Forwarders Contacts for Yusen

<u>ORIGIN</u>	<u>OFFICE</u>	<u>WAREHOUSE</u>
Hong Kong	Yusen Logistics, Hong Kong Office	Yusen Logistics (Hong Kong) Ltd.
	Level 33, Tower 1, Kowloon Commerce Centre, 51 Kwai Cheong Road, Kwai Chung, New Territories, Hong Kong	Level 2B, Goodman Interlink, No. 39 Tsing Yi Road, Tsing Yi, New Territory, Hong Kong
	香港新界葵涌葵昌路 51 號 九龍貿易中心 1 座 31 樓	香港新界青衣路 39 號 領達中心 2 樓 B 座
	Phone : (852) 2956 1128	Phone : (852) 2612 7456
	Fax :	Fax : (852) 2637 7225 / 2419 8110
	Contact : Ms. Karen Lee	Contact : Ms. Marina Chan
	Direct : (852) 3129 0001	
	Email : karen.lee@hk.yusen-logistics.com	

Shenzhen	Yusen Logistics (Shenzhen) Co., Ltd.	China National Building Material Investment Logistics Warehouse
	21/F, Tower A, Upper Hills, 5001 Huang Gang Road, Fu Tian District, Shen Zhen	CNBMI Logistics Centre, Road 1, Yantian Port Bonded Logistics Park (North Area), No. 15 Mingzhu Road, Yantian District
	深圳市福田区皇岗路5001号深业上城产业研发大厦A座21楼	盐田港保税物流园区中建投物流园 深圳市盐田区盐田港保税物流园区北片区一号路中建投物流园
	Phone : (86) 755-3690 9992	Phone : (86) 755-2528 1172
	Fax : (86) 755-3299 0254	Fax : (86) 755-8221 1910
	Contact : Ms. Delaney Li	Contact : Ms. Mandy Ye
	Direct : (86) 755-3299 0161	Direct : (86) 755-3299 0140
	Email : delaney.li@cn.yusen-logistics.com	
	Contact : Ms. Mandy Ye	Contact : Ms. Delaney Li
	Direct : (86) 755-3299 0140	Direct : (86) 755-3299 0161
	Email : mandy.ye@cn.yusen-logistics.com	

Shanghai	Yusen Logistics, OCM Shanghai Office	EASTERN ENTERPRISE DEVELOPMENT Co., Ltd. (EED)
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	上海市长宁区长宁路1133号 来福士办公楼一座8楼, 9楼01 -05 室和 07 -09 室, 邮编 : 200051	上海市浦东新区江泉路1111号
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	Fax : (86) 21-2220 7001	Fax : (86) 021-58649034
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	Email : ruby.wui@cn.yusen-logistics.com	
	Contact : Ms. Ray Yang	
	Direct : (86) 21-2220 7154	
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Tianjin	Yusen Logistics, OCM Tianjin Office	Tianjin Zhenhua International Logistics Transportation Co., Ltd.
	Room 2604、2605(1-4), Building 3, SUNWAH TOWER, intersection of Dagubei road and Chengde road, Heping District, Tianjin, 300040 P.R.C	No.2 warehouse,No. 158, Jingmen RD.,Free Trade Zone, Tianjin Port, China
	天津市和平区大沽北路与承德道交口国金广场3号楼 2604、2605(1-4)室	天津保稅區京門大道 158 號 振華第2号仓库
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	Phone : (86) 532-8502 9725	Phone : (86) 532-8682 8686
	Fax : (86) 532-8389 5787	Fax : (86) 532-8682 8678
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	Room 2305-2306, 23rd Floor, Commercial Building Paragon Center, No.1 Lianyue Road. Xiamen, Postal Code: 361012	No.9 Jiangang Road Haicang Xiamen, Fujian, 361026, China
	廈門市蓮岳路1號磐基中心 商務樓23樓2305-2306, 郵編361012	福建省廈門市海滄區建港路9號
	Phone : (86) 592-8069162	Phone : (86) 592-6017 153
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Ningbo	Yusen Logistics, OCM Ningbo Office	Southeast Logistics Centre (Ningbo) Ltd.
	8th Floor, No.4 Building, Zhejiang Innovation Center, No. 2646 Zhongshan East Road, Yinzhou District, Ningbo, Zhejiang Province.	No. 18, Jixia Road, Beilun, Ningbo, China
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Vietnam (Ho Chi Minh City)	Yusen Logistics, OCM HCM City Office	Yusen Logistics (Vietnam) Co.,Ltd
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Indonesia (Jakarta)	PT. Yusen Logistics Indonesia		PT. MASAJI KARGOSENTRA TAMA	
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	Fax :			
	Contact :	Aziana Wahid		
	Email :	aziana.wahid@tasco.com.my		

International Freight Forwarders Contacts for Expeditors

Branch	Port	Origin (Country, City)	Contact	Address	Phone
ALC	ALC	Spain	Main: Sergio Kaddatz Secondary/Manager: Paula Sa	Expeditors International Espana AV Saturno 6, Edificio Oficinas - Planta 3 03007 Alicante Spain	0034 965117299
AMM	HFA	Jordan	Main: Lubna Abu Hanna Secondary/Manager: Osama Marji Supervisor: Svetlana Anfouqa	Expeditors International - Jordan Zahran Street, between the 5th and 6th Circle Building # 190, 2nd floor P.O. Box 815355, Amman 11180 Jordan	00962-6-55 22 521
BLR	MAA, BOM	Bangalore, India	Main/Lead: Ajay Kumar Secondary/Supervis or: Sankalp Dheer Manager: Lakshmanan R Assistant Manager: Joe Thomas	Expeditors Int'l (I) Pvt. Ltd. # 202, Level - 2, Campus 1A RMZ NXT, Whitefield Bangalore, Karnataka 560066	
BOM	DI9, MUN, NH2	Mumbai, India	Main: Rupesh Gogawale Secondary: Kiran Desai Supervisor: Dinesh Jitiya Manager: Helen Torres	Expeditors International India PVT. LTD. 501, Techniplex - I, Off. Veer Savarkar Fly Over, S.V. Road, Goregaon (West), Mumbai 400 062	91-22-6676-79 71
CAI	PSD, QDX	Egypt	Main/Lead: Eman Abdelsalam Secondary: Khaled Zaki Manager: Mohamed Galal	Expeditors Egypt Area 10 & 11, Block 12015 Industrial Zone, El Obour Cairo Egypt	204-46650-998
CMB	CMB	Sri Lanka	Main: Viyath Perera Secondary/Lead: Roshan Silva Manager: Susantha Kariyapperuma Assistant Manager: Prameeth Vithanage	Expelogix (Pvt.) Ltd , 4th Floor, Sayuru Sevana, 46/12, Nawam Mw, Colombo 2, Sri Lanka.	94-11-230-1941

COK	E4M	INDIA	Main: Prajesh C Secondary/Assistant Manager: Jimson George Manager: Biju Pankajakshan	EXPEDITORS INTERNATIONAL (INDIA) PVT. LTD. RANI MEYYAMMAI BUILDING FIRST FLOOR, ROOM NO. 02 K.P.K. MENON ROAD WILLINGDON ISLAND COCHIN 682003. KERALA INDIA	
DAC	CGP	Bangladesh, Dhaka	Main/Supervisor: Harun Rashid Secondary: Mohiuddin Chowdhury Manager: Tarique Mohammed Syed	Expeditors (Bangladesh) LTD. SW (I) 4, 25, Gulshan Avenue, Dhaka 1212 Bangladesh	880-2-881-250 8
DEL	MUN, DI9, NH2	India, Delhi	Main: Deepak Anand Supervisor: Devyani Sharma Manager: Deepak Talwar	M/s. Expeditors International (India) Pvt. Ltd., Chimes, 5th Floor, 61, Sector 44, Gurgaon- 122 003, Haryana, India.	91-11-2613-181 1
DUR	DUR	Durban	Main/Lead: Savishka Garib Secondary: Funeka Dyonasa Manager: Navin Naidoo	47 Jeffels Road Prospecton Durban KwaZulu-Natal 4110 South Africa	27-31-913 6300
GUA	SDC, PBR	Guatemala	Main: Mayra Paz Secondary/Supervis or: Yohana Argueta Manager: Melissa Pontaza	Expeditors Guatemala S.A. 5a Ave 5-55 Zona 14 Europlaza, Torre 1, Oficina 1804 Guatemala City, Guatemala	502-2381-9608
IST	GE4, IST	Turkey, Istanbul	Main: Aykut Akyazi Secondary: Berkant Baytam Supervisor: Arif Baydogan Manager: Hamit Dilmekani	Expeditors International Ikitelli Organize Sanayi Bolgesi Turnsan Kucuk Sanayi Seitesi 2 Kisim B Block, Kat 3,No: 21 Ikitelli, 80670 Istanbul Turkey	90-212-413-77 66

IZM	IZM	Turkey, Izmir	Main: Anil Gokpek Secondary: Caglayan Altanil Manager: Hamit Dilmekani	Expeditors International Hurriyet Is Merkezi Sehit Fethi Bey Cad., No. 53, KAT: 2 Pasaport Izmir 35210 Turkey	90-232-484042 0
KHI	KHI	Pakistan, Karachi	Main/Supervisor: Zia Ulmobin Secondary: Noor Jehan Lead/Manager: Naeem Farooq	Expeditors International Pakistan (Pvt) Ltd Karachi 23-C , 37th Commercial street Tauheed Commercial , DHA Phase 5	92-21-431-008 5
LHE	KHI	Pakistan, Lahore	Main: Sehrish Hanif Lead/Manager: Bilal Yousaf	Expeditors Lahore "LHE" 61A, Main Gulberg , Lahore, Pakistan.	92-42-571-354 0
LIS	LIS	Portugal, Lisbon	Main: Antonio Paulo Secondary: Catia Carriço Lead/Manager: Helder Costa	Expeditors (Portugal) Transitarios Internacionais, Rua C Edificio 125 Piso 2 Gabinete 11 Aeroporto de Lisboa 1700-008 Lisbon Portugal	351-21-000-38 02
MAA	MAA	India, Chennai	Main: Jacob Praveenraj Secondary: Selva Kumar Supervisor: Baskar P Manager: Gurunathan R Manager: Naresh Kumar	Expeditors International (India) PVT. LTD. 7th Floor, Shyamala Towers,136, North Arcot Road,saligramam, Chennai 600 093 India	91-44-2823-76 48
MBA	MBA	Mombasa	<u>Main/Lead:</u> <u>peter@kateafrika.co</u> <u>m</u> <u>Secondary:</u> <u>irene@kateafrika.co</u> <u>m, Secondary:</u> <u>carolyne@kateafrika</u> <u>.com</u>	2nd Floor Cotts House Moi Avenue Mombasa Kenya	254 41 2311 311

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MRU	PLU	Mauritius	Main: Jonathan Jacob Secondary: Melanie Durhone Manager: Presley Paul	Expeditors International (Mauritius) Limited Freeport Zone 5 Mer Rouge Port Louis Mauritius	230-206-2300
PEN	PEN	Penang	Main/Lead: Sumathi Rangayah Secondary/Supervisor: Tan Pei Lin Manager: Selvan Tiran	Expeditors (Malaysia) SDN.BHD.	60-4-632- 9440
PNH	PNH, KOS	Phnom Penh, Cambodia	Main/Supervisor: Ratha Lim Secondary: Phanith Phon Manager: Kounthea Tho	Expeditors Cambodia LTD IOC Building, Unit No.: F4-RO5, 4th Floor, No 254, Monivong Blvd., Sangkat Boeung Rang, Khan Daun Penh, Phnom Penh, Cambodia Phnom Penh Cambodia	855-23-219-59 2
ADA	QIN	Adana, Turkey	Main: Fulya Ozen Secondary: Sedat Gokmen Manager: Erinc Uzmez	Expeditors International Tasimacilik ve Ticaret A.S Sariibrahimli Mahallesi Kizilkaya Mevkii D-400 Karayolu 17.Km No:26 Akdeniz/MERSIN	90-324-454 04 21

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SJO	MGA, SAL, SAP	San Jose, Costa Rica	Main: Maria Rojas Secondary: Gabriela Solis	Expeditors Mar Y Tierra 175 mts al este de la torre de aviacion Civil frente al Aeropuerto Internacional Juan Santamaria, Alajuela Costa Rica	506-2293-03-04
TPE	KHH, KEE	Taiwan	Main/Lead/Manager: Kitty Jou Secondary: Joanna Wu Supervisor: Katy Chen	ECI Taiwan CO. LTD. 11th Floor, Central Finance Building, No. 181 Fu-Hsing North Road, Taipei, Taiwan, Republic of China	866-2-2713-2145