

We would like to share an important message from the Materials Team. Please review the below and advise if you have any questions.

### MCF Highlights

Please complete all the Yellow and Red highlighted in the MCF form as shown below

The image shows a screenshot of the Kohl's Material Confirmation Form (MCF) with various fields highlighted in yellow and red. The form is divided into several sections: 'Material Information', 'Confirmation', and 'Research'. The 'Material Information' section includes fields for 'Material Name', 'Material Part No.', and 'Material Description'. The 'Confirmation' section includes fields for 'Material Code', 'Material Description', and 'Material Quantity'. The 'Research' section includes fields for 'Material Code', 'Material Description', and 'Material Quantity'. The form also includes a 'Notes' section at the bottom. The highlights indicate fields that must be completed for the form to be valid.

**Why? This will help in** reducing errors while creating MID's and will support critical business decisions.


### Additionally Points to remember

- Please do not use any outdated MCF form that you may have saved from the previous process.
- MCF's forms are revised and updated monthly in Klink. Using the most recent version in Klink to help reduce the errors. I am attaching the most recent version dated 6.10 for reference also sharing the link.

Here is the link to the material section where the MCF is housed for your reference:

<https://link.kohls.com/resources/subcategory/material-management>

**K-Link**  
- KOWLES


RESOURCES 

- LABELS AND PACKAGING
- PERFORMANCE TESTING
- COLOR SERVICES
- GLOBAL TECHNICAL DESIGN
- QUALITY ASSURANCE
- PREFERRED TRIM SUPPLIERS
- FOOTWEAR
- ONEPLM
- MATERIAL MANAGEMENT**
- SOURCING
- TIME AND ACTION CALENDAR | NOTICE OF CHANGE (NOC)
- DPC

Koh's private and exclusive branded material management information, procedures, and templates.

Koh's Material Management: [pd-materials@kohls.com](mailto:pd-materials@kohls.com)




**PFAS Communication**

 [PFAS Communication to Mills](#) (Last Updated: 04/02/2024)

**Forms**



Koh's Corporate initiative is to gain better understanding and visibility to its supply chain. Koh's Material Management team requires all apparel suppliers (Li & Fung managed, as well as Domestic) to disclose the fabric mills they are using for Koh's production. The Domestic Suppliers select and manage their own mills. Koh's Material Management team will not be interfacing with the mills concerning any Domestic Supplier's production. The mill information provided by Domestic Suppliers will be for Koh's Material Management's team internal review and will be kept confidential.

Please fill out this form if you need a new mill set up and send to [factorycompliance@kohls.com](mailto:factorycompliance@kohls.com)

-  [MII Evaluation](#) (Last Updated: 05/06/2022)
-  [SLT Factory Consumption Template](#) (Last Updated: 03/01/2022)
-  [Material Switch Form Template](#) (Last Updated: 11/10/2023)

**Material Confirmation & Request Form**

Material ID's are required in the BDM for any development and adopted styles. The submit submission process also requires an approved MS #. Domestic Suppliers email Material Request Form to [oneplm.material.bot@kohls.com](mailto:oneplm.material.bot@kohls.com). Please reference Material Bot How-to Guide for help.

-  [Material Bot How-to Guide](#) (Last Updated: 12/10/2023)
-  [Material Confirmation & Request Form](#) (Last Updated: 06/10/2024)

Thank you,

Global Materials Team