## How to, FAQ & Troubleshooting Guide for One **Multi HTS Items: Apparel, Home & Accessories** (Non-Handbag External)



**Production puts** development choice style into "Ready to Preclass"

Vendor enters classification information

GTC team reviews for accuracy & flips to "Preclassified" status

Production confirms style

- 1. Log in to https://oneplm.kohls.com/TradeEngines
- 2. Navigate to the email notification you received
- 3. Select the **Access Offer Response** link

KOHLS-Item:BASICTEE06, Dept:155, Season: FA17



system@kohls.com

to me 🔻

Dear Agent / Vendor

We are requesting a quote for the item listed above in the Subject. Please click the link below to provide us with Quote Information. Access Offer Response

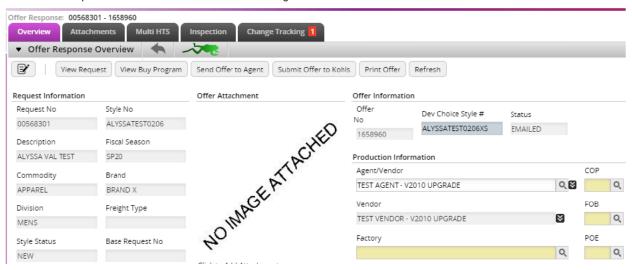
Item Description: BASICTEE06

To respond to all Open Requests for Quote from KOHLS Product Development Teams, please click the link below. Access your Account

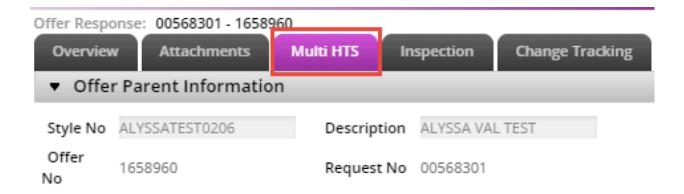
If you have any questions, click here to send an email to KOHLS

Thank You

4. If already logged in, you will be taken directly to the Offer Response screen for that style.

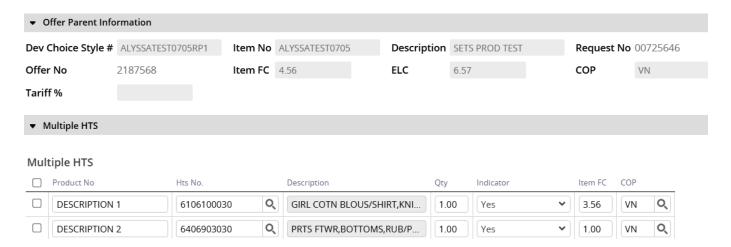


5. Select the Multi HTS tab.



- 6. Fill in the required fields as stated below for each item IMPORTANT NOTE: without these fields, the ELC will NOT properly calculate:
  - a. **Product No**. A free key field = describe what that item is (i.e. "tote" "key fob" etc.)
  - b. **Item FC column.** Fill in the amount of the First Cost which applies to that row \*IMPORTANT NOTE: The total of the FC columns will be used to calculate the duty/tariff in landed cost
  - c. Qty. Quantity of within each set
  - d. **Indicator.** Make a Yes or No selection = Select Yes for any items that duty should calculate off of

- e. **Vendor HTS No**. Search and select the HTS number \*\*NOTE as of 5/12/2023: If you have an additional tariff for products coming out of China, do not add the tariff code into the Multi HTS tab. Enter only the main HTS code on the Offer Response page.
- f. **COP:** NEW as of 5/18/25 If the COP is not already matching what was entered on the Offer Response, fill it in with the correct COP on each active row.



- 7. The multi HTS data will appear one of two ways Understanding the below will assist you in filling out the necessary fields in the next step.
  - a. SCENARIO 1 = XVV SET: This scenario is indicated by seeing an (X) or a (V) in the Product No column as shown below, with the (X) item having the indicator set to Yes
  - b. **SCENARIO 2 = NON-XVV SET:** In this scenario, you will not see an (X) or (V), and the indicators will be set as needed
- 8. Fill in the required fields as stated below:

#### a. Item FC

- i. If an XVV set = locate the item with the Yes indicator and enter in the total Item FC. For the other items, enter in 0.00
- ii. If a non-XVV set = for each item that has a Yes indicator, enter in the Item FC

## IMPORTANT NOTE: This will override the FC on the offer line, as it is designed to do

#### b. Vendor HTS No.

i. For all items, enter in the HTS No. (Description will auto fill after you save).

#### c. Quantity

i. For all items, enter the quantity of each item.

# An example of a completed Multi HTS is below (in this instance, an XVV set)

#### Multiple HTS

Product No	Hts No.	Description	Duty	ItemFC	Qty	Indicator
(X) PRODUCT TTL	6302390010 Q	BED LINEN,OTH,N/PRNT,WOO	0.04	17.84	1.00	Yes 🕶
(V) PRODUCT 1	6302213010 Q	PILLOWCASES,EMB,PRINT,COT	0.12	0.00	2.00	No 🕶
(V) PRODUCT 2	6302100005 Q	BED LINEN, KNIT/CROCH:COT/	0.06	0.00	1.00	No 💙

9. Select Save.

### **FAQ & Troubleshooting:**

## Q: Why are there certain categories that contain multi piece garments but are still classified under only one HTS?

A: Certain items are assigned HTS codes differently depending on how U.S. Custom's views an item, ie. pajama sets and some babies sets. Import Compliance owns this knowledge and can advise if there is uncertainty.

### Q: Why is my set an "XVV set"?

A: In some instances, two or more items together will qualify as a set, but one item is considered to be the "main" component of that set. Import Compliance is the knowledge holder of these instances, and can advise if you have questions about marking a set as an XVV.

Q: What should be entered for the cost on an "X" and the "V" items in an "XVV set"?

A: The X should contain the FC of the entire set. Then the remaining V's should have a FC listed as 0.00

# Q: In my XVV set, why does the "X" item have an HTS number assigned?

A: The X item line will have the same HTS number as the "main component" item. Import Compliance is responsible for identifying which item is considered the main component and is responsible for identifying the HTS. The vendor will know which HTS number was assigned for the X and V items on their Multi HTS screen under the "Kohl's HTS No"

#### Q: Who is responsible for setting the indicators?

A: Vendors, but Import Compliance will review and have the final say.

## **Q:** Who is responsible for entering the quantities in the Qty column? A: Vendors

### Q: Where can I find the "preclass worksheet"?

A: https://link.kohls.com/login > Login > Import Customs > Sample Requirements & Classification Worksheets

### Q: I have a question regarding a multi HTS product

A: You will need to reach out to your Kohl's Production partner, however you must address your question directly to Kohl's Import Compliance. Production will pass your question to Import Compliance, and pass back to you the response.

## Q: I'm unable to enter in on the multi HTS page because it's greyed out. How do I resolve this?

A: Your screen is greyed out because it has already been classified. Contact your Kohls Production partner and advise them you need to make an edit, why the edit is needed and ensure they alert the Import Compliance contact so they can re-review it for accuracy.

### Q: I believe I am encountering a technical issue

A: If associated with Li & Fung:

- 1. Contact your SME
- 2. If your SME cannot assist, contact your internal IT team LFSLGSSupport@lifung.com
- 3. If your internal IT team cannot assist, they will directly reach out to Kohl's on your behalf

If not associated with Li & Fung: email oneplmsupport@kohls.com