

Sephora + Kohl's Labeling Guidelines

Kohl's Approved Item Labeling

- All shipments and cartons require the Kohl's Approved Item Label.
- Vendors are responsible for printing and affixing Kohl's Approved Item Label to all cartons.
- The Kohl's Approved Item Label is required on all boxed and non-boxed items.
- Information received/communicated by Sephora should NOT be used unless it matches what is indicated both on the PO PDF and/or Kohl's All Items List (AIL) (Column AB)
- The **ONLY** Color Sticker utilized for this project is **CONTRACTOR INSTALL**

KOHL'S		KOHL'S APPROVED ITEM LABEL	
STORE #	39	eSupport Tracking #:	
Project Name: 2022 Special Project - Beauty Sephora			
Vendor Name:	Vasanti	Item Drawing: 	
Purchase Order #:	PO028187		
Kohl's Item #:	SEP-ARCH46G		
Item Qty:	1		
Item Description:	LIT ARCH WITH GRAPHICS,ALUM CLAD BEAMS,PRISM BLACK 60SHEEN,46FTX8X114IN		
Install Department:	Beauty	STORE (S) OR CONTRACTOR (C)	
Kil ID #:	N/A	C	
CONTRACTOR INSTALL			
Pallets/Skids - 1 of 2			

Exception Shipments

- Exception POs are for replacement POs via eSupport Proposals.
- All Exception Kohl's Item Labels are required to be printed on yellow paper.
 - The yellow paper identifies to the Store/Field Personnel that the item is due to an eSupport issue.
- The use of color stickers on exception shipments may be required and each line will be noted on the order if required under Supplemental Labeling.
 - Green Capital Project stickers ARE required on Exception Item Labels for all Capital Project exception orders.

KOHL'S		KOHL'S APPROVED ITEM LABEL	
STORE #	10101	eSupport Tracking #:	
Project Name: 2022 CAPITAL PROJECT: KOHL'S AUDIT LABEL			
Vendor Name:	ABC Company	Item Drawing: 	
Purchase Order #:	DO12345		
Kohl's Item #:	MH-115AAPK	CAPITAL PROJECT	
Item Qty:	10		
Item Description:	KIT PEGHOOK 1.75SLATWAL W/280TIP CHROME 4IN/1.25 OPEN2X/CTN		
Department:	HUNDBS	STORE (S) OR CONTRACTOR (C)	
Kil ID #:	MF337F	S	
Box/Pallet 1 of 1			

Sephora @ Kohl's Black & White Label Requirements

- All projects shipping to Sephora @ Kohl's stores must have the black & white label listed below in addition to the Kohl's Approved Item Label.
 - Label should **ONLY** reflect ONE of the 3 options:
 - New Build
 - Update
 - Retrofits

SEPHORA @ KOHL'S

NEW BUILD, UPDATES, OR RETROFITS

WORLD and/or BRAND

Box Count ___ of ___

SEPHORA @ KOHL'S

RETROFIT

MAKEUP / KOSAS

Box Count 1 of 2