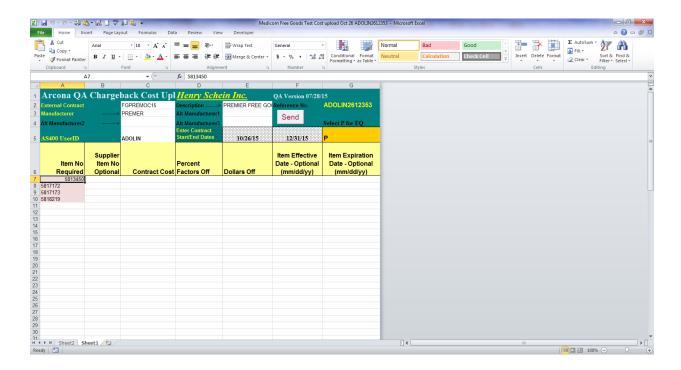
FREE GOODS CHARGEBACK SET UP

Marketing Promotions will have to provide the HS codes for free goods chargeback upload When we have the list we can start entering on the Free Goods template upload

On template enter the External Contract Number, Description, USER ID, Contract start/end dates, list all HS codes for one vendor, Percentage off-enter 99.99 on line item not header

Click Send and with assigned upload number should be uploaded

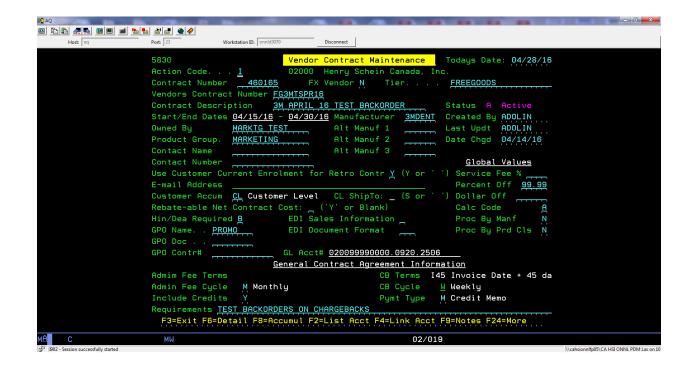
Page1



Go to the JDE Contract screen and pick 6-Upload Administration

Look for vendor and upload performed and enter 5 to upload with new contract number

Page 2



You will have to add information as per regular chargebacks

Difference with free goods are-

TIER- FREE GOODS

CUSTOMER LEVEL - CL -no numbers to upload

Cal Code- should be A for percent off cost

In the GPO NAME – enter PROMO

Requirements enter if room the free goods deals

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