ADVANCED SHIP NOTICE (ASN) VENDOR

APPROVAL REQUEST FORM

Please read and sign the request form to add a vendor to the Advanced Ship Notice (ASN) program for Direct To Store Deliveries (DSD). Please enter the name of the person to be contacted in the space below. Once completed, this form should be returned to Christie Johnson (christie.johnson@wal-mart.com).

Vendor Name:

9-Digit Vendor Number:

(6-digit vendor & 3-digit department sequence)

Vendor Contact /Vendor Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Vendor Contact Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Recommended ASN Pilot Store Numbers for initial testing of ASN data from vendor (usually 5 to 20):

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Department Number(s) of Merchandise from Vendor:

Requested Date for ASN program to become effective:

Is vendor currently an EDI Vendor? YES NO

(Must be EDI for Invoicing, Purchase Orders) **Please note there is approximately 3-4 weeks needed to test EDI transmissions with the Vendor PRIOR TO the Effective Date for ASN.**

Have ASN Requirements been covered with the vendor? YES NO

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**ASN Requirements to be covered with Vendor:**

* Vendor must be EDI for Invoicing (810) and Purchase Orders (850/855/875).
* The vendor will send ASN test data to the EDI Help Desk before being put on production.
* The vendor can contact the EDI Help Desk for questions on how to begin sending ASN data. Vendor Line (479) 273-8888
* The appropriate Home Office buyer must authorize all items placed on ASN.
* There will be a trial period where selected stores will receive ASN data from the vendor. Each carton sent to these pilot stores will be audited to verify the audit accuracy is at least 99.8%.
* The vendor is expected to check for any Application Advice (824) returned to them, and resolve any errors it reports.
* A monthly report of ASN Audit Statistics will be sent to the vendor each month.
* A reported audit accuracy of at least 99.8% is expected. If the audit accuracy is less than 99.8%, the vendor is expected to investigate and resolve any issues.
* Continued low audit accuracy can result in a request from Wal\*Mart Stores Inc. for compensation.
* A sample carton label with the UCC 128 barcode that the vendor intends to use must submitted to the EDI Help desk for approval.
* Revivification of each UPC prior to rollout to make sure all item file maintenance has been done
* This document will serve as an Addendum to Vendor Agreement.

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Supplier – Principle of Company Date

Operations Approval Date

DMM Approval Date