

Routing and Shipping Instructions

- ❑ Vendor will list all Kroger Purchase Order numbers on the Bill of Lading. (This service may be performed by the carrier on the freight bill.)
- ❑ Call Kroger's Logistics Department's Neil Henkes (513-762-1408) or Brandy Pence (513-762-4216) for correct routing instructions. .
- ❑ Provide Kroger with a contact name, address, and phone number, for each of Vendor's ship points, to receive updates to standard routing instructions.
- ❑ Follow the Kroger Logistics Department standard routing instructions for all collect shipments.
- ❑ Ship Products according to the date specified on the Kroger Purchase Order. Products shipped to arrive before the "due on" date or shipped after the cancel date (without written prior-approval by the Kroger Representative) are considered non-compliant and are subject to a non-compliance base fee charge.
- ❑ Ship Kroger Purchase Orders complete in one departure – backorders are not allowed unless the Kroger Representative gives prior written approval. Failure to do so will result in a chargeback for shipping costs associated with a backorder.
- ❑ Ship pre-approved backorders prepaid, FOB our dock at FOB Vendor expense plus applicable off invoice amounts.

Kroger covers marine insurance under its inland marine policy on FOB origin shipments only. Any added costs caused by Vendor not following Kroger's instructions will be charged to Vendor.

Scheduling, Delivery, Unloading and Pallet Requirements

For prepaid Vendor shipments, a delivery appointment is required prior to pickup by the carrier. Vendor name, Kroger Purchase Order number, delivery address, and pertinent load information is required for appointment and delivery. This includes number of cases, weight, number of pallets/and cube, if available. Load type should be identified (floor stacked, slip sheets, pallets) and delivery appointments should be scheduled a minimum of 48 hours prior to the requested arrival-due date.

To facilitate scheduling of inbound delivery appointments, Vendor and its shippers and carriers must use One Network Enterprise's online web-based scheduling (www.onenetwork.com). Delivery appointments can be scheduled off line at a Kroger scheduling center. Kroger reserves the right to impose a fee for any manual scheduling.

Unloading for any type of shipment (floor stacked, slip sheets, pallets) will be based on Kroger's specifications. Palletized loads must be on 48x40 4-way entry pallets. **CHEP 48x40 block pallets are preferred.** If Products are not shipped on CHEP, or like type pool pallet, ONLY-#1/A GMA quality pallets will be accepted. Kroger reserves the right to refuse Products shipped on pallets that do not meet minimum standards of quality, safety or sanitation. Kroger may require Products to be converted to acceptable pallets at the Vendor's or carrier's expense. **Pallets are considered part of the cost of goods.** Kroger will not participate in pallet exchange programs, or pallet bank programs, unless it has agreed to participate in a written agreement signed by both Kroger and Vendor.