



Canadian Tire Corporation, Limited

Vendor Guide

2021

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Contents

1	Introduction	1
1.1	Using the Guide	1
2	Purchase information	1
2.1	Certificate of Liability Insurance (Insurance Indemnification)	1
2.2	Vendor Financial Information	2
3	Data security and privacy	2
3.1	Protect Sensitive Information	2
3.2	Unacceptable Usage	2
3.3	Access to Systems – User Accounts and Interfaces.....	2
4	Pricing.....	3
4.1	Quote Cost	3
4.1.1	North American	3
4.1.2	FOB Port	3
4.2	Excess Charges	3
4.3	Excise Tax	3
4.4	Price Guarantee and Notice of Price Increase	3
5	Vendor Support Programs	4
5.1	Over and Above Agreements.....	4
5.2	Vendor Support Funds and Other Documents.....	4
5.2.1	Discount Methods	4
5.2.2	Billing Frequency	5
5.2.3	Collection Method	5
5.2.4	Product Inclusions/Exclusions	5
5.2.5	Applicable Adjustments	5
5.3	Cost of Defects	5
5.3.1	Dispose at Store Program (DAS)	6
5.3.2	Percent Return to Vendor Program (% RTV)	6
5.3.3	Return to Vendor Program	7
5.4	After Sales Service Program (ASSP)	8
5.5	As-Is Program	8
5.6	Supply Chain Discovered Damage	9
5.6.1	Supply Chain Discovered Damage.....	9
5.6.2	Calculation Details	9
5.6.3	Supply Chain Discovered Damage Exemptions.....	9
5.7	Direct Ship and Cross Dock Vendor Shipment Discrepancies.....	9

6	Samples	10
7	Warranty Replacement Parts	10
7.1	Warranty and Over-the-Counter Replacement.....	10
7.2	Vendor Managed Product.....	10
7.3	Canadian Tire and Controlled Branded Product.....	11
7.4	Repair Depot and Return Product Inspection.....	11
8	Product Environmental Stewardship.....	11
8.1	Product Environmental Stewardship	11
8.2	Product Safety and Compliance	12
8.3	Supplier Code of Business Conduct.....	13
8.4	Bilingual Packaging and Labelling Requirements.....	13
9	Quality Engineering	13
10	Information Security	14
11	Invoicing and Payment.....	14
11.1	Invoicing Instructions	14
11.1.1	Payment Terms	15
11.1.2	General Invoicing Requirements	16
11.2	Receipt Payment Process	17
11.2.1	North American and NAVFEF Vendors	17
11.2.2	Offshore Vendors.....	20
11.2.3	Debit Balances.....	20
12	Packaging Sustainability Guidelines	21
12.1	Planning (Design and Cost).....	22
12.2	Material Sourcing	22
Table 1	Packaging Material Guidelines	23
12.3	Elimination and Reduction.....	23
12.4	Recovery and Recyclability	23
13	Online Assortment Program	24
14	Packaging Standards Introduction	24
15	Corrugated Fibreboard Master Cartons.....	25
15.1	Materials.....	25
Table 2	Strength Test Ratings: Single and Double Wall Corrugate	26

15.1.1	Structural Packaging Test (SPT).....	27
15.1.2	Stack Compression Test	29
15.1.3	Clamp Compression Test.....	30
15.2	Master Carton Markings	30
Table 3	Glossary of Handling Symbols.....	32
15.3	Master Carton Styles	33
15.4	Securing Joints.....	34
16	Inserts and Padding	34
17	Protective Wrapping.....	36
17.1	Shrink Wrap (Heat-Treated).....	36
17.2	Stretch Wrap (Palletized Product).....	37
Table 4	Stretch Wrap Requirements	37
18	Sealing Cartons.....	37
19	Carton and Master Carton Quantities and Dimensions.....	38
Table 5	Carton Quantity Matrix.....	38
20	Conveyable, Non-Conveyable and Bulk Product.....	39
20.1	Conveyable Product.....	39
20.2	Non-Conveyable Product.....	40
20.3	Bulk Product	40
20.4	Multi-Piece Items	41
21	Consumer Unit Packaging	41
21.1	Consumer Unit Definition	41
21.2	Canadian Tire Product Number.....	41
21.3	Universal Product Codes	42
21.4	Universal Product Code Compliance.....	43
Table 6	UPC Rework Charges.....	44
21.5	Peghole Specification (Butterfly Hole) for Packaging and Product Cards....	44
21.6	Bilingual Packaging Requirements	44
21.7	Charter of the French Language.....	45
22	Source Tagging	45
22.1	Understanding Source Tagging	45

22.2	Benefits of Source Tagging	45
22.3	Radio Frequency Tags	46
22.3.1	Tag Application.....	46
22.3.2	Tag Deactivation.....	47
22.4	Source Tagging Process.....	47
22.4.1	Product Selection.....	47
22.4.2	Source Tagging Vendor Consultations	47
22.4.3	Vendor Source Tagging Commencement Confirmation	47
22.4.4	Quality Assurance	47
22.4.5	Shipment Delays.....	47
22.5	Suggested Tag Vendors	48
23	Introduction to Supply Chain Standard Operating Procedures for North American Vendors	48
24	Electronic Commerce.....	49
24.1	Electronic Commerce Requirements.....	49
24.2	New Vendors — Electronic Commerce Setup.....	49
24.3	Tax Codes	50
24.4	Supplier Planning Schedule	50
24.5	Purchase Order Management.....	50
24.6	Request for Pick-up or Appointment	51
24.7	Advance Ship Notice (ASN)	51
Table 7	ASN Timeliness and Accuracy.....	52
24.8	Advance Ship Notice Requirements	53
25	Shipping Requirements	53
25.1	Shipment Quality.....	53
25.1.1	Data Vault SKU Attribute and Packaging Maintenance	54
25.2	Automotive Tires.....	54
Table 8	Shipment Quality Requirements	54
25.3	Perishable Products	55
25.4	Direct Ship Channel	55
25.4.1	Direct Ship Third Party Facility Supplier Instructions.....	55
25.4.2	Vendor Direct Instructions (Origin Vendor & Destination Store)	56
25.5	Pallet Requirements.....	57
25.5.1	Pallet Usage Requirements.....	57
25.5.2	Long, Half and Quarter Pallets	58
25.5.3	Pallet Width and Product Overhang.....	58

25.5.4	Pallet Height and Weight.....	60
Table 9	Requirements for Palletized Product	60
25.5.5	Floor-Loaded Product.....	61
25.5.6	Stretch Wrap Requirements.....	61
Table 10	Stretch Wrap Coverage Requirements.....	61
25.5.7	Load Building Requirements	62
25.6	Package Labels and Markings.....	64
25.7	Standard Shipping Container Labeling	65
25.8	MH10 Label Usage	67
Table 11	MH10 Label Usage – Sample Scenarios	67
25.9	Shipment Terms.....	67
25.9.1	Collect Shipment Term Requirements.....	68
25.10	Request for Pick-up or Appointment	69
25.10.1	RPA Procedures	69
25.10.2	RPA Requirements	70
25.10.3	Measuring Linear Feet of Product.....	71
Table 12	Linear Feet for an RPA.....	72
26	Documentation	73
26.1	Shipment Documentation.....	73
26.2	Packing Slips.....	74
26.3	Customs Documentation	75
26.4	North American Free Trade Agreement Certificate of Origin Requirements	76
26.5	Certificates Requirements for Free/Preferential Trade Agreements	77
26.6	Regulations Respecting Certain Commodities Imported Into Canada	77
26.6.1	Wood Products (Does not include wood packaging- See Section 29.3.1)	77
26.7	Regulated Energy Using Product	78
26.8	Food, Agricultural Inputs and Agricultural Products.....	78
26.9	Tires.....	78
26.10	Power Sport Machine Equipment.....	78
26.11	Supplier/Vendor Compliance Program.....	78
26.11.1	RPA Service Level	79
26.11.2	ASN Service Level	79
26.11.3	Receipt Fill Rate.....	80
26.11.4	Summary – Supplier Performance Program	82
Table 13	Supplier Performance Program	82
26.11.5	Supplier Performance Program for Vendors Supplying Online Assortment Orders.....	82

26.11.6	Vendor Fine Process and Dispute Process	83
26.12	International Carrier Compliance	84
26.13	Customs	84
26.14	Administrative Monetary Penalty System ("AMPS")	84
26.15	Universal Product Code Compliance	84
Table 14	UPC Rework Charges	85
26.16	Physical Shipment Quality and Rework	85
27	Introduction to Supply Chain Standard Operating Procedures for NAVFEF and Offshore Vendors	85
27.1	Third Party Logistics Provider	85
27.2	New Vendor Set Up	86
27.3	Free On Board Port	86
28	Electronic Commerce	86
28.1	Expectations for using VMS®	86
28.2	On-line Supplier/Product Forecast	87
28.3	Purchase Order Management	87
28.4	Support	87
Table 15	General or Technical Support Contacts	88
29	Shipping Requirements	88
29.1	Shipment Terms	88
29.2	Shipping Marks	88
29.2.1	Shipments with Master Cartons	88
29.2.2	Shipments without Master Cartons	90
29.2.3	Dangerous Goods Shipments	90
29.3	Pallet Shipments	90
29.3.1	Requirements for Wooden Pallets and Other Wood Packaging	91
29.3.2	Pallet Shipment Process	91
29.3.3	Preparing Palletized Shipments	92
29.3.4	Express Auto Parts (EAP) Pallet Shipments	92
29.3.5	Dangerous Goods Labels and Markings	93
29.4	Container Loading	93
29.4.1	Container Inspection Requirements	94
29.4.2	Pest Contamination	95
29.5	Container Seal Requirements	95
29.5.1	Dangerous Goods Placards	96
29.6	Load Volume Requirements	96

Table 16	Container Utilization Chart.....	96
29.6.1	Dangerous Goods Load Volume Requirements.....	97
29.7	Booking	97
29.7.1	Booking Instructions	98
29.7.2	Booking Amendments	98
29.7.3	Dangerous Goods Bookings.....	99
29.7.4	Verified Gross Mass (VGM).	99
29.8	Partial Shipments	100
29.9	Shipment Notice for Full Container (CY) Shipments	101
29.10	Delivery of Full Container (CY) Shipments.....	101
29.11	Delivery of Less-Than-Container-Load (CFS) Shipments.....	101
29.12	Air Freight Shipments	102
29.13	Canadian Tire Delivery Window	102
29.13.1	Communicating Delays or Discrepancies.....	102
29.14	Sample Shipments.....	103
29.15	Quality Engineering	103
29.16	Collection of Manufacturing and Stuffing Location Information	104
30	Documentation	104
30.1	Final Document Package.....	104
30.1.1	Dual Source Documents	104
30.1.2	Air Freight Documentation.....	105
30.2	Inland Transportation Documentation.....	105
30.3	Required Documents Chart	106
Table 17	Required Documents Chart	106
30.4	Canadian Tire—FCR Destinations Chart.....	108
Table 18	Port of Discharge (POD) – FCR Destination Chart	108
31	Canadian Tire Invoices	108
32	Century Invoices.....	108
33	Supplier/Vendor Compliance Programs.....	108
33.1	Supplier/Vendor Compliance Program.....	108
33.1.1	Booking Service Level	109
33.1.2	Delivery Fill Rate.....	109
33.1.3	Documentation Service Level.....	111
33.2	Fine Policy Summary	112
Table 19	Fine Policy Summary	112

33.3	Universal Product Code Compliance.....	112
Table 20	Rework Charges	112
33.4	Physical Shipment Quality and Rework	113
33.5	Border Security	113
33.5.1	Supply Chain Security Requirements	113
33.5.2	Supplier Compliance Audit Network (SCAN).....	113
33.5.3	Information Technology Security	113
33.6	Fine Disputes	114
Appendix A	Glossary	115
Appendix B	After Sales Service Standards.....	126
Appendix C	Packaging Resources	130
Appendix D	Packaging References.....	131
Appendix E	Canadian Tire Contacts.....	133
Appendix F	Receiving Hours	135
Appendix G	Vendor Discrepancy Form.....	136
Appendix H	Canadian Tire Authorized Ports	137
Appendix I	Sample Master Carton Marking	139
Appendix J	Sample Booking Confirmation	140
Appendix K	Century Distribution Systems Inc: Office Directory	141
Appendix L	Century Distribution Systems Inc: Vendor Service Charges .	157
Appendix L1	Ocean Carrier Origin Charges	199
Appendix M	Canadian Tire Document Templates.....	228
Appendix N	Canadian Tire Sample Documents.....	228



1 INTRODUCTION

Canadian Tire Corporation, Limited (“Canadian Tire” or “CTC”) is pleased to present the most recent version of this Canadian Tire Vendor Guide (the “Guide”) to you. The Guide covers the details of our requirements for proposals and negotiation, purchase agreements, sharing of certain information, accounting and finance processes, product packaging security and safety, Supply Chain standard operating procedures, and Vendor measurement and compliance programs.

The Guide offers a single source of information to assist the many team members in your organization who plays a key role in providing products and services to our mutual customers. We would ask that you take the time to carefully review the Guide and appoint an internal champion to ensure your key team members receive the appropriate information from the Guide.

The Guide is a component of the Vendor Agreement. As our Vendor, you are responsible for the compliance with the requirements set out in this Guide. This information helps us to determine the most effective way to order and flow your product through our system safely and efficiently and enables us to pay your invoices in a timely fashion.

1.1 Using the Guide

We would be happy to work with your organization to provide any necessary explanations or assistance (please see the key contacts listing in Appendix E).

The first part of the Guide, up to and including Section 22, applies to all Vendors. The Supply Chain Standard Operating Procedures (“SOP”) are described in Sections 23 through 26 for North American Vendors shipping from a North American FOB and in Sections 27 through 33 for North American Vendors with Far East FOB (NAVFEF) and Offshore Vendors.

► Notes

North American Vendors are Vendors whose Purchase Orders (POs) are sent to a North American address, regardless of where the products ship from. If you are a North American Vendor, you may disregard the Offshore Supply Chain SOP.

If you are a NAVFEF Vendor, you will need to familiarize yourself with the Offshore Supply Chain SOP.

Offshore Vendors are those whose addresses for purchase orders and Free On Board (FOB) are both outside of North America. If you are an Offshore Vendor, you may disregard the North American Supply Chain SOP.

Section headings will use the full form of the name; subsection headings will use the shorter form.

All capitalized terms and/or short form terms in this Guide are defined in the Glossary (see Appendix A). Where capitalized terms used in this Guide are not defined herein, they shall have the meaning ascribed to them in the Gateway Rules. If you have any questions, please contact us for help (see Appendix E).

Nothing in the Vendor Agreement (including this Guide) shall be interpreted as to limit CTC’s right to sell the Merchandise in any country and/or territory in the world or in any sales channels (including, without limitation, physical retail outlets, online and other digital channels), at its sole discretion.

2 PURCHASE INFORMATION

2.1 Certificate of Liability Insurance (Insurance Indemnification)

A copy of the Vendor’s Certificate of Insurance, as indicated in paragraph 11(a) of the Standard Terms and Conditions of the Purchase Agreement, must be attached to the executed Purchase Agreement (Schedule A).

Canadian Tire requires its Vendors to obtain and maintain commercial general liability insurance coverage at the Vendor’s sole expense, from a company or companies satisfactory to Canadian Tire, at all times during the course of its relationship with Canadian Tire as a Vendor, and for a minimum period of 24 months after the relationship or term of the Agreement ends. The policy (or policies) shall include, but not limited to, product liability and completed operations coverage and contractual liability coverage. The policy must be written on an occurrence basis and contain a cross liability or separation of insureds clause and must not contain any exclusions for work done by



sub-contractors or sub-trades. The limits of liability must be for a minimum of five million dollars (\$5,000,000) per occurrence and in the annual aggregate, for liability imposed by law, anywhere in the world, arising from bodily injury, death and/or property damage.

The policy (or policies) of insurance and Certificate of Insurance shall name CTC, its affiliates, Canadian Tire Retailers, and any other entities that have agreed with or are authorized by CTC to sell Merchandise to the public as additional insured parties and the Vendor must provide a minimum of 30 days' written notice to Canadian Tire in the event of any material change in coverage or cancellation to or non-renewal of the policy (or policies).

It is the Vendor's responsibility to provide Canadian Tire with proof of insurance by way of a copy of the policy (or policies) or a Certificate of Insurance evidencing insurance coverage prior to the purchase of Merchandise by Canadian Tire and to ensure that Canadian Tire has a current Certificate of Insurance on file at all times. A new Certificate of Insurance must be forwarded to Canadian Tire on an annual basis, prior to a policy's expiration date.

Requirements

Submit a copy of the Certificate of Insurance.

2.2 Vendor Financial Information

Canadian Tire must maintain a regular supply of product to its Canadian Tire Associate Stores. As such, a Vendor must be financially sound so as to ensure an uninterrupted supply of products. If necessary, Canadian Tire will request a copy of the Vendor's financial statements or a credit report. From time to time, Canadian Tire may request additional information needed to confirm Vendors' financial health.

Requirements

Submit a copy of the current financial statements or credit report when requested to do so by Canadian Tire.

3 DATA SECURITY AND PRIVACY

3.1 Protect Sensitive Information

To the extent Vendors gain access to any Sensitive Information, Vendors must: (i) apply appropriate level of care in the handling of such Sensitive Information; (ii) store, use and secure Sensitive Information in accordance with the terms of the Vendor Agreement, ensure at all times that they are using appropriate safeguards such as limited access and/or password protected folders; (iii) send and/or receive Sensitive Information using secure transmission methods, like encryption, to safeguard data; and (iv) comply with any other requirement, standard, guideline, or policy provided by Canadian Tire from time to time.

3.2 Unacceptable Usage

Vendors must not: (i) use the Sensitive Information in a manner that violates applicable Laws under local, provincial, federal, or international law; (ii) make any changes to the Sensitive Information; and (iii) access or use the Sensitive Information in violation of the terms of the Vendor Agreement.

3.3 Access to Systems – User Accounts and Interfaces

Vendors must: (i) be aware that remote access to information systems needs to be authorized, approved and secured for any user account, interface or system access provisioned by Canadian Tire; (ii) ensure all user accounts are explicitly used in an authorized and is exclusive to a named user and is not shared or redistributed to others, notification must occur when user accounts need to be changed or discontinued; (iii) system interfaces designed to share information must not be used for procuring, transmitting or attempt to access or breach Canadian Tire systems or network and; (iv) Knowingly or negligently run, install, store or give to another user, an application or file that damages, creates an exposure for unauthorized access, or places excessive load on any computer system, network or other IT resources.



4 PRICING

4.1 Quote Cost

4.1.1 North American

Vendors should quote "Collect" in CTC's Vendor Gateway system as to the terms of sale, unless CTC has agreed to Prepaid (see below). Title and ownership of the merchandise will pass to CTC upon delivery of the merchandise to CTC at the place of shipment location, as set out by the Vendor in Vendor Gateway. Canadian Tire will arrange for and pay for transportation from the shipment location. All risk of damage to or loss, destruction or deterioration of the merchandise will be borne by the Vendor up until the point where ownership passes to CTC.

► **Note**

CTC will inspect these same goods upon receipt at our facilities. Any damages, identified upon inspection, in CTC's opinion, that are the fault of the Vendor, are the responsibility of the Vendor. Any damages beyond this point are the responsibility of CTC.

If CT agrees to allow Vendors to quote "Prepaid", merchandise will be delivered to CTC at the prepaid destination and title and ownership of the merchandise will pass to CTC once the merchandise is received by CTC at the prepaid destination. All risk of damage to or loss, destruction or deterioration of the merchandise will be borne by the Vendor up until the point where ownership passes to CT.

4.1.2 FOB Port

Vendors should quote "Collect", FOB port of lading - i.e., port where goods are loaded (definition as per Free On Board", Incoterms 2010) in CTC's Vendor Gateway system as to the terms of sale. Vendors will deliver goods, export cleared, to port identified on the purchase order, quoted as the Vendor's FOB point. Canadian Tire will arrange for and pay for transportation from the port. Once the product is onboard the vessel at the port of lading, ownership of the goods are transferred to CT. All risk of damage to or loss, destruction or deterioration of the merchandise will be borne by the Vendor up until the point where ownership passes to CT.

► **Note**

CT will inspect these same goods upon receipt at our facilities. Any damages, identified upon inspection, in CTC's opinion, that are the fault of the Vendor, are the responsibility of the Vendor. Any damages beyond this point are the responsibility of CT.

For more details on CT's international shipping requirements, please see the appropriate sections within this Vendor Guide.

4.2 Excess Charges

Subject to the terms of this Guide, the Vendor shall not impose any additional charges for packing, cartage or delivery to the place specified on the Purchase Order ("PO") or any other charges in excess of the total cost stated in the applicable PO, unless agreed to by Canadian Tire.

4.3 Excise Tax

If excise or other tax or duty, other than GST, is included in or added to the price paid to the Vendor for the Merchandise, and if such tax or duty or any part thereof is hereafter refunded to the Vendor, then the Vendor must immediately pay to Canadian Tire the amount of the refund.

4.4 Price Guarantee and Notice of Price Increase

All prices are to be guaranteed by the Vendor until the next scheduled CTC line review. If the Vendor provides a price decrease, the decrease once effective will apply not just to orders that are placed on or after the quote effective date but also to any open purchase orders. Price decreases are defined as any reason for which a lower price is introduced including without limitation permanent price decreases, promotional pricing, and opportunity buys. Open



purchase orders are defined as any orders that were placed prior to the effective date but for which CTC did not take title to until on or after the effective date. To ensure that CTC has received the price decrease on our open purchase orders we have the right to either proactively update the pricing on any open purchase orders or to create adjustments via debit notes after the fact.

In the event of a proposed price increase, the Vendor must give notice of such increase. The category business manager (“CBM”) will decide on whether to accept or reject the increase. If the price increase is accepted, the new price will become effective 90 days after the CBM acceptance date. In the meantime, the Vendor must continue to invoice at the original price until the increase becomes effective in Canadian Tire pricing systems.

All cost activities must be submitted and awarded through Vendor Gateway with the appropriate effective dates and conditions as detailed above.

5 VENDOR SUPPORT PROGRAMS

This section of the Guide provides additional detail relating to the requirements of Canadian Tire’s Vendor support program. Vendors should discuss specific requirements with CBMs and review the Gateway Rules prior to submitting the Vendor Support Funds through Vendor Gateway.

5.1 Over and Above Agreements

The Vendor Support Funds cannot be used for negotiating one-time discounts. For any unique, one-time flat dollar allowance, rebate or discount amount that is not intended to be reoccurring in nature, Vendors and CBMs must negotiate a separate agreement to reflect such additional funds to be provided to Canadian Tire from the Vendor that will be over and above the Vendor Support Funds (the “**Over & Above**”).

5.2 Vendor Support Funds and Other Documents

As detailed in the Gateway Rules, Vendor Support Funds, once agreed upon between Canadian Tire and Vendor, are binding on the Vendor and have a perpetual term. They can only be amended upon mutual agreement between Canadian Tire and Vendor in accordance with the terms of Vendor Agreement the Gateway Rules. Once negotiated, Vendor Support Funds Vendor Agreement becomes effective as of the 1st day of a calendar month.

5.2.1 Discount Methods

5.2.1.1 Discount and Allowance Rate Funds

In general, all discounts, allowances and rebates should be negotiated as a percentage rate of purchase receipts on the Vendor’s FOB profile, to a maximum of 2 decimal places.

5.2.1.2 Flat Dollar Amount Funds

In some cases, the Vendor and Canadian Tire may also negotiate a supplemental perpetual flat dollar discount amount for selected programs on the Child Profile. The term of any support funds, including flat dollar discount amounts, negotiated, and detailed in the Child Profile is perpetual in nature and will therefore be collected from the Vendor on an on-going basis.

5.2.1.3 Volume Rebate Funds

The Vendor can only select from the following two standard calculation methods for Volume Rebate:

- Back to \$0: The discount rate is applied retroactively to all purchases when a new purchase plateau is achieved
- Step Plateau: The discount rate at each plateau range is applied only to the purchases achieved within each plateau range.



5.2.1.4 Billing Base

All Vendor allowances, discounts and rebates, excluding the Defective Recovery programs for defective Merchandise, will be calculated on gross purchase receipts (i.e., the quote costs of receipts before discounts or defective product returns), except as specified in the Vendor Support Funds.

Defective Recovery and programs for defective Merchandise will be calculated based on purchases valued at the current recoverable cost. In the case of return(s) of excess inventory to the Vendor, discounts based on purchases valued at current recoverable cost will be credited back to the Vendor.

Unless otherwise specified in this Guide, all Vendor discounts related to returns warranty programs listed in the Gateway Rules will be calculated on gross purchase receipts only. Discounts will not be credited back for customer returns of defective Merchandise.

5.2.2 Billing Frequency

All allowances, discounts and rebates reflected on the Child Profile will be calculated and collected weekly. Perpetual flat dollar discount amounts negotiated will also be collected on a 52-week straight-line basis.

5.2.3 Collection Method

All collections are to be made by debit note to the Vendor's account. Canadian Tire will deduct the amount of the debit notes from any amounts otherwise due to the Vendor. If the Vendor's account is in a debit balance (where the vendor owes CTC money), subsequent billings may require that Canadian Tire invoice the Vendor and the Vendor pay for those invoiced amounts until such time as the debit balance has been cleared. Canadian Tire reserves the right to debit the Vendor's account immediately.

► **Note**

Canadian Tire is unable to accommodate off-invoice deductions.

5.2.4 Product Inclusions/Exclusions

In general, discounts provided by the Vendor for a given program should be applicable to all products purchased from the Vendor. In rare circumstances, the Vendor and CBM may agree that specific discounts are applicable to selected products only. In these cases where a discount does not apply to all products, the Vendor must complete an exception form found within Gateway and attach it to their profile for approval. The Vendor will be required to list all included and excluded products using the 7-digit Canadian Tire product number format (000-0000). Product inclusions/exclusions should be discussed with the CBM.

5.2.5 Applicable Adjustments

In addition to the overview provided under the Gateway Rules, below are details on applicable adjustments.

5.3 Cost of Defects

Vendors are accountable for the full cost of defects in Merchandise including, without limitation, defects identified by CTC, Canadian Tire Retailers, and consumers. The cost of defects is based on the Recoverable Cost of the Merchandise.

CTC offers Vendors three methods of paying for the cost of defects

- 1) Dispose At Store (DAS): Defective merchandise is disposed of by stores and the Vendor pays for cost of defects via purchase deduction and shortfall debits. This method is described in Section 5.3.1.
- 2) Percent Return to Vendor (%RTV): Defective merchandise is returned to the Vendor and the Vendor pays for cost of defects via purchase deduction and shortfall debits. This method is described in Section 5.3.2.
- 3) RTV: Defective merchandise is returned to the Vendor and the Vendor pays for cost of defects as goods are returned. This method is being eliminated and is not available to all Vendors. This method is described in Section 5.3.3.

In all cases a product's warranty begins on the date of purchase by the retail customer.



5.3.1 Dispose at Store Program (DAS)

For products that are part of the Dispose At Store (DAS) program, defective merchandise is disposed of by stores and is not returned to the Vendor.

The DAS program corresponds to disposition code 1.

Automotive tires (warranty code T) and automotive batteries must use the DAS program. Products with a casting value are not allowed to use the DAS program.

The cost of defects for the DAS program is paid for in two steps:

- 1) **Purchase deduction:** Canadian Tire will hold these funds in reserve to offset the cost of future defective Merchandise. The purchase deduction is calculated using a pre-determined Defective Recovery Rate (DRR, formerly Percent in Lieu rate). The DRR is communicated to the Vendor and entered on the Vendor FOB profile. To minimize monthly Shortfall Billings, the DRR should align with the historical defective rate.

The purchase deduction is calculated as follows:

$$\text{Purchase deduction} = (\text{Defective Recovery Rate}) \times (\text{units purchased}) \times (\text{current recoverable cost})$$

- 2) **Shortfall debit:** At the end of each month, the actual cost to Canadian Tire of defective Merchandise returned will be compared to the funds collected on units sold in stores. If there is a shortfall, it will be debited against the Vendor's account.

The shortfall debit is calculated as follows:

$$\text{Shortfall Billing} = [(\text{Cost of defects}) - (\text{Available DRR \$})] - (\text{Shortfall Billings Collected to Date})$$

$$\text{Where the Cost of defects} = [(\text{defective units returned}) \times (\text{current recoverable cost})] + [\text{cost of store repairs and markdowns}]$$

$$\text{And the Available DRR \$} = (\text{Units Sold as a \% of Total Units Purchased}) \times (\text{Total DRR \$ Collected})$$

In the event that a Vendor has significant, sustained shortfall, CTC will require the DRR to be revised to an appropriate value.

- 3) For DAS products, recoverable cost includes all costs incurred by CTC to procure and deliver products at store, including purchase price, freight, and duty.

In the event the Vendor assumes the supply arrangements in connection with existing Canadian Tire Merchandise, the Vendor will assume all responsibility for any outstanding Merchandise supplied by previous Vendors of that Merchandise.

Detailed SKU-level reports for each monthly shortfall calculation are included in the monthly shortfall package. If you have questions, please contact DefectiveRecovery@cantire.com.

5.3.2 Percent Return to Vendor Program (% RTV)

For products that are part of the Percent Return To Vendor Program (%RTV) program, defective merchandise is returned to the Vendor.

The %RTV program corresponds to disposition code 8.

Automotive tires (warranty code T) and automotive batteries are not allowed to use the %RTV program.

To participate in the %RTV program, the Vendor must issue a permanent Return Authorization Number(s) to Canadian Tire. The Return Authorization Number(s) must be clearly identified with the associated 7-digit Canadian Tire Product Number(s) (e.g.: CTC #012-3456). Canadian Tire will notify a Vendor prior to any return of Merchandise.

The cost of defects for the %RTV program is paid for in two steps:



- 1) **Purchase deduction:** Canadian Tire will hold these funds in reserve to offset the cost of future defective Merchandise. The purchase deduction is calculated using a pre-determined Defective Recovery Rate (DRR, formerly Percent in Lieu rate). The DRR is communicated to the Vendor and entered on the Vendor FOB profile. To minimize monthly Shortfall Billings, the DRR should align with the historical defective rate.

The purchase deduction is calculated as follows:

$$\text{Purchase deduction} = (\text{Defective Recovery Rate}) \times (\text{units purchased}) \times (\text{current recoverable cost})$$

- 2) **Shortfall debit:** At the end of each month, the actual cost to Canadian Tire of defective Merchandise returned will be compared to the funds collected on units sold in stores. If there is a shortfall it will be debited against the Vendor's account.

The shortfall debit is calculated as follows:

$$\text{Shortfall Billing} = [(\text{Cost of defects}) - (\text{Available DRR \$})] - (\text{Shortfall Billings Collected to Date})$$

$$\text{Where the Cost of defects} = [(\text{defective units shipped to the Vendor}) \times (\text{current recoverable cost})] \\ + [\text{cost of store repairs and markdowns}]$$

$$\text{And the Available DRR \$} = (\text{Units Sold as a \% of Total Units Purchased}) \times (\text{Total DRR \$ Collected})$$

In the event that a Vendor has significant, sustained shortfall, CTC will require the DRR to be revised to an appropriate value.

For %RTV products, recoverable cost includes all costs incurred by CTC to procure and deliver products at store, including purchase price, freight, duty, and a 10% handling fee.

In the event that the Vendor is no longer assuming the primary supply arrangements in connection with existing Canadian Tire Merchandise, the Vendor will continue to be responsible for any of their outstanding defective Merchandise that may be claimed in future

Detailed SKU-level reports for each monthly shortfall calculation are included in the monthly shortfall package. If you have questions, please contact DefectiveRecovery@cantire.com

5.3.3 Return to Vendor Program

For products that are part of the RTV program, defective merchandise is returned to the Vendor.

The RTV program corresponds to disposition code 2.

Automotive tires (warranty code T), automotive batteries are not allowed to use the RTV program.

To participate in the RTV program, the Vendor must issue a permanent Return Authorization Number(s) to Canadian Tire. The Return Authorization Number(s) must be clearly identified with the associated 7-digit Canadian Tire Product Number(s) (e.g.: CTC #012-3456). Canadian Tire will notify a Vendor prior to any return of Merchandise. If the Vendor does not authorize shipment of RTV product from the Return Centre, the Merchandise will be destroyed and RTV debit will be charged to their account.

The Vendor will be billed as the Return Centre ships the Merchandise to the Vendor. The RTV debit is calculated as follows:

$$\text{RTV Debit} = (\text{defective units shipped to the Vendor}) \times (\text{current recoverable cost}) + (10\% \text{ handling fee})$$

For RTV products, recoverable cost includes all costs incurred by CTC to procure and deliver products at store, including purchase price, freight, and duty.

The 10% handling fee covers the cost to Canadian Tire of handling of the defective item at store level, shipping returns from Canadian Tire Retail Stores to the Distribution Centre, and handling at the Distribution Centre.

In the event that the Vendor is no longer assuming the primary supply arrangements in connection with existing Canadian Tire Merchandise, the Vendor will continue to be responsible for any of their outstanding defective Merchandise that may be claimed in future.

This method is being eliminated and is not available to all Vendors.



5.4 After Sales Service Program (ASSP)

ASSP at Canadian Tire offers Vendors the following options for providing after sales service of their products:

- ASSP call centre support program
- ASSP call centre and replacement parts program
- ASSP call centre, replacement parts and repair program

Please see Appendix B for critical and preferred standards for ASSP.

For Vendors whose products are covered by ASSP replacement parts program must provide replacement parts at no charge to CTC.

► **Note**

Vendor participation in After Sales Service is not considered a disposition channel. The Vendor will still be required to participate in either the DAS, %RTV or RTV Program.

The cost ASSP is paid for in two steps:

- 1) **Purchase deduction:** Canadian Tire will hold these funds in reserve to offset the cost of future ASSP expenses. The purchase deduction is calculated using a pre-determined ASSP Rate. The ASSP Rate is communicated to the Vendor and entered on the Vendor FOB profile in the exception form. To minimize shortfall, the ASSP Rate should align with the historical ASSP expense rate. The purchase deduction is calculated as follows:

$$\text{Purchase deduction} = (\text{ASSP Rate}) \times (\text{gross purchase receipts})$$

- 2) **Shortfall debit:** Regularly, the difference between available ASSP funds collected and the actual ASSP program costs will be used to determine the quarterly shortfall or surplus amount by SKU. If there is a shortfall it will be debited against the Vendor's account.

The shortfall debit is calculated as follows:

$$\text{Shortfall Billing} = (\text{Cost of ASSP}) - (\text{Available ASSP funds})$$

$$\text{Where the Available ASSP funds} = (\text{ASSP funds collected}) - (\text{reserve for future ASSP costs})$$

The cost of ASSP includes all Canadian Tire provided ASSP services, including Call Centre Support, Replacement Parts Support, and/or Repair.

The reserve for future ASSP costs is used to allocate the ASSP funds collected at the time of purchase over the period of time when in-warranty ASSP costs are expected.

In the event that a Vendor has significant, sustained shortfall, CTC will require the ASSP Rate to be revised to an appropriate value.

It is recommended that Vendors work with their CBM to continuously monitor actual ASSP % rates against the original negotiated ASSP % rate submitted on the Vendor Support Fund, in order to actively identify and address defective product issues.

5.5 As-Is Program

CTC reserves the right to sell Merchandise returned by a customer with minor defects (such as scratches and dents) on an "as is" basis to:

- Reduce the cost of defects,
- Reduce the volume of products sent to landfill, and
- Create value for price sensitive customers.

The As-Is Program only applies to items that are part of the DAS program.

If defective Merchandise is returned by a customer, CTC will debit the Vendor for the defective Merchandise through the Defective Recovery program.



If the Canadian Tire Retailer determines that the item can be resold, the Canadian Tire Retailer will “re-merchandise” the item in an appropriately designated area with a tag that identifies the defect and that the item is being resold on an “as is” and “all sales are final” basis.

5.6 Supply Chain Discovered Damage

Supply Chain Discovered Damage (SCDD) is any damage that occurs from the time that CTC takes possession of the product until it is shipped from our Distribution Centre to the store. It includes damage during shipment to our Distribution Centre and discovered during the receiving processes and damage at the Distribution Centre. In order to improve the overall Canadian Tire customer experience and to minimize the negative impact of damaged products within our network, Canadian Tire Retail (CTR) issues Debit Notes to Vendors to recover the full cost (recoverable cost) of damaged products on a quarterly basis.

5.6.1 Supply Chain Discovered Damage

Supply Chain Discovered Damage does not include damage caused by incorrect handling by CTC. Vendors are accountable for ensuring that products have appropriate packaging to ensure that products reach our stores in saleable condition and meeting CTC’s packaging and shipping standards.

For greater certainty, in the event the Vendor assumes the supply arrangements in connection with existing Canadian Tire Merchandise, the Vendor will assume all responsibility for any outstanding Merchandise supplied by previous Vendors of that Merchandise.

5.6.2 Calculation Details

Supply Chain Discovered Damage is calculated as the actual number of items discovered damaged in the supply chain multiplied by the current recoverable cost per item. Recoverable cost is defined as quote cost plus all other costs incurred to get the product to the store (including freight and duty where applicable).

Supply Chain Discovered Damage is collected quarterly from each product’s prime Vendor on debits that begin with “WDD”. If you have any questions about Supply Chain Discovered Damage, please contact SCDD@cantire.com.

CTC will not provide purchase order numbers related to Supply Chain Discovered Damage debits. The damages on a Supply Chain Discovered Damage debit may relate to one or many purchase orders.

CTC will not routinely provide photographs of products with Supply Chain Discovered Damage. Photos may be provided, at CTC’s sole discretion, in exceptional cases where the cost of Supply Chain Discovered Damage is particularly high.

Products with Supply Chain Discovered Damage will not be returned.

5.6.3 Supply Chain Discovered Damage Exemptions

As we continuously work with our Vendor partners to eliminate product damages, we have implemented a process enabling Vendors to be exempted from the SCDD Program. To qualify for the exemption process, Vendors will be required to get the product packaging tested by an accredited facility and provide the required packaging certification documents’ demonstrating the product packaging meets CTR’s standards as outlined in the Vendor guide. To ensure packaging standards have been maintained once packaging certification has been provided, CTR will sample Vendor packaging on an ongoing basis. If previously certified packaging quality has deteriorated to a level of non-compliance, CTR holds the right to issue a Debit Note to recover the full cost of damaged products back-dated to date of exemption, plus a 10% Fine on all SCDD products from the exemption date. The Fines will continue until the product packaging has been re-certified meeting Vendor guide specifications.

5.7 Direct Ship and Cross Dock Vendor Shipment Discrepancies

Direct Ship and Cross Dock shipment discrepancies to Canadian Tire Retail (CTR) Stores add significant risk to the Canadian Tire customer experience and the CTR network as a whole. In order to mitigate the risks associated with these shipment discrepancies, CTR issues Debit Notes to Vendors to recover the full cost (recoverable cost) of Direct Ship and Cross Dock shipment discrepancies to Stores.



To ensure our Vendor partners are treated fairly with these Debit Note charges, CTR includes a credit allowance for overage shipments in the calculated cost and debits for shipment shortages, damages, and administrative fees. The Debit Notes are created and issued to Vendors on a monthly basis. CTR's goal with our Vendor partners is to eliminate the Direct Ship and Cross Dock Vendor shipment discrepancies which in turn will minimize the negative customer impacts and increased costs throughout the CTR network.

6 SAMPLES

The Vendor must provide, without charge, samples of each Merchandise SKU, on an annual basis or as may be required by Canadian Tire. These samples will be for internal use by Canadian Tire, in connection with its catalogues, print advertising, image bank, and point of purchase displays, and/or for quality and performance testing by Canadian Tire or its third party facilities (at the cost of the Vendor).

The samples and the dimensions of the consumer unit packages must be identical to the actual Merchandise and packaging being sent to Canadian Tire Associate Stores.

► Note

Due to Customs compliance concerns, ALL samples are to be customs cleared and customs accounted for by the Vendor. Sample shipments are to be shipped in your name. Canadian Tire will not be held accountable as the Importer of Record (IOR) for sample shipments. In many cases a courier will arrange for the customs clearance but not the customs accounting of sample shipments. It is the Vendor's responsibility to ensure that the samples are shipped DDP (Delivered Duty Paid) and these terms are reflected on the shipping and customs documents. The Vendor is also responsible to provide the contact information for their customs broker. If you do not have a customs broker, **prior to shipping the shipment**, you will need to assign a broker. If you wish you can use the services of Livingston by contacting, SBS-NRI@livingstonintl.com. They will arrange for a non-resident account for purposes of customs release and accounting. This relationship will be established between you the Vendor and Livingston International.

To avoid delays in customs clearance you need also provide contact information for someone in your company and when possible Canadian Tire. These contacts should be aware of the shipment information.

It is the Vendor's responsibility to provide documentation that includes a clear description of the products and a fair market value must be declared. Fair Market value is the cost of the product which is consistent with the usual selling price of the goods in the domestic market (i.e., \$0.00 or \$1.00 is not acceptable). If customs determines the goods are undervalued, they will request a revised value or assign a value. Undervaluation is one of the many conditions considered non-compliance and penalties may be assessed. Any additional cost incurred due to non-compliance will be charged to the Vendors account

7 WARRANTY REPLACEMENT PARTS

7.1 Warranty and Over-the-Counter Replacement

Vendors are accountable for defects during the warranty period. The type of warranty may be free replacement, free parts replacement, free repair, or payment in lieu of.

All Merchandise which does not have a free replacement warranty must include an Over-the-Counter ("OCR") replacement period which covers defects that occur immediately after purchase by the end consumer. Vendors are responsible for all costs associated with claims that occur within the Product Warranty period, including the OCR period.

Canadian Tire's standard Over-the-Counter replacement period is 30 days. Over-the-Counter replacement periods less than 30 days require prior approval by Canadian Tire.

7.2 Vendor Managed Product

The Vendor must ensure an adequate inventory of service replacement parts that will be available to Canadian Tire's customers within 14 calendar days of their original request. This inventory will be maintained, at the Vendor's



expense, for a reasonable length of time after the Canadian Tire customer warranty expires. All warranty parts will be shipped prepaid.

7.3 Canadian Tire and Controlled Branded Product

The Vendor must provide an adequate inventory of service replacement parts to satisfy expected parts demand for the length of the established warranty policy. This inventory will be maintained, at the Vendor's expense, for a pre-negotiated length of time beyond the Vendor's warranty policy. Inventory volumes and ship dates will coincide with Canadian Tire's Merchandise POs and all no charge replacement parts for warranty service support will be shipped Delivery Duty Paid to Customs Port of Toronto. Shipping and customs documents must indicate the name and contact information of the Customs Broker responsible for customs Clearance and Customs Accounting of the goods. Also, provide contact information for the person at Canadian Tire who is aware of the shipment. These parts will be used for Merchandise that is not in compliance with the warranties referred to in the Purchase Agreement.

7.4 Repair Depot and Return Product Inspection

Canadian Tire provides a portal, operated by one of Canadian Tire's third party service providers, that houses a listing of repair depots authorized by Vendors and related information ("**Repair Depot(s)**"). This information is used to direct Canadian Tire Associate Stores and customers to the closest Repair Depot for Vendors that participate in a repair program for their Merchandise. Vendors that participate in such a repair program must provide a listing of their Repair Depots including the following information:

- Vendor Name
- Depot Name
- Depot Street Address
- Depot City
- Depot Province
- Depot Postal Code
- Depot Phone Number
- Product Categories repaired by the Repair Depot (Code & Description)
- Canadian Tire Product numbers
- Special Instructions (incl. Hours of Operation)

The Vendor will be responsible for maintaining and updating the authorized Repair Depot listing for their Merchandise. The Vendor must advise the Category Business Manager at least 30 days in advance of any planned changes to the listing and/ or temporary shutdown that will affect customers for more than 4 hours.

8 PRODUCT ENVIRONMENTAL STEWARDSHIP

8.1 Product Environmental Stewardship

The Vendor shall comply, at its expense, with the product environmental stewardship requirements reasonably specified by Canadian Tire or required by Law or Standard, including, without limitation, the following requirements:

- a) Development and implementation, with Canadian Tire, of product stewardship programs to manage the life cycle of Merchandise and its associated packaging, from materials acquisition to use and ultimate disposition of Merchandise and its associated packaging, with proper regard for its impact on Canadian Tire, Canadian Tire Retailers, consumers, and the environment.
- b) Cooperation with Canadian Tire in the implementation of product and packaging stewardship programs mandated by Law or Standard, which may include funding and cost recovery for stewardship programs, collection of product or packaging information, calculation of applicable fees, taxes, and levies, or changing product or package attributes, to minimize stewardship or environmental impacts



8.2 Product Safety and Compliance

All products supplied to Canadian Tire Corporation, Limited will be compliant with the Canadian laws, regulations and standards or Canadian Tire standards and any other applicable legislation. This includes all applicable / required Government registrations, licences, and certifications.

► **Note**

Consumer product safety is regulated under the Canada Consumer Product Safety Act (S.C. 2010, c. 21), as well as similar legislation in jurisdictions where Canadian Tire products may be sold. Vendors are required to comply with the requirements of those laws, including participating with Canadian Tire in investigating the root cause of consumer reported incidents; reporting to Canadian Tire any evidence of product defects or product recalls being conducted in any jurisdiction; conducting safety tests to verify product compliance with applicable laws, regulations and standards; maintaining documentation of product safety tests and certifications and making such documentation available to Canadian Tire when requested; and participating in any product recalls, including regulatory and public reporting, should such steps be agreed to in course of mitigating risks to consumers.

References:

- <http://laws-lois.justice.gc.ca/eng/acts/C-1.68/index.html>
- <https://www.canada.ca/en/health-canada/services/consumer-product-safety/legislation-guidelines/acts-regulations/canada-consumer-product-safety-act/industry.html>

- a) For a Vendor supplying formulated products or products with a hazardous component or ingredient to Canadian Tire Corporation, it is mandatory for the Vendor to subscribe to the UL WERCSmart platform, register the aforementioned products, and provide Canadian Tire Corporation retailer access to product information via the UL WERCSmart platform. On the platform, the vendor is required to provide a current and compliant Safety Data Sheet (SDS), in English and French, and other information regarding environmental or occupational health and safety aspects of the product as may be specified by law or request by Canadian Tire (prior to the provision to the Vendor of a PO).

The Vendor shall comply, at its expense, with the requirement to subscribe to the UL WERCSmart platform. Subscription details for the UL WERCSmart platform are found here: <https://www.ulwer-smart.com/>. For assistance with SDS' and additional information requirements, contact Product Stewardship at envirohs@cantire.com.

► **Note**

Canadian Tire does not object to Vendors using a 3rd party SDS authoring service for assistance. However, the decision to engage the services of any other party rests entirely with the Vendor and not CTC. If the Vendor chooses to engage the services of a third party, the Vendor agrees that CTC is not responsible and shall not be held liable for the suitability, the performance, or negligence of such third party.

- b) Provision of detailed instructions as to the manner in which product may be destroyed or disposed of by Canadian Tire or Canadian Tire Retailers, including information as to the manner in which all Canadian Laws and Standards relating to environmental matters should be complied with in connection with such destruction or disposition;
- c) Provision for the removal, disposition, or both of any product (or any part thereof), within the Canadian Tire Supply Chain or at the Canadian Tire Associate Store level, that is no longer legal for sale in Canada pursuant to any Law or Standard;
- d) Provision to Canadian Tire of dangerous goods information on all products regulated under the Canadian Transportation of Dangerous Goods Regulations found at <http://www.tc.gc.ca/tdg>, the International Maritime Dangerous Goods Code (available from official "Distributors of IMO Publications" listed at <http://www.imo.org>, or any successor Law or Standard, all in a form acceptable to Canadian Tire;
- e) Provision to Canadian Tire, or an independent agent contracted by Canadian Tire, of specific product information that Canadian Tire requires to meet the reporting requirements of any Law or Standard; and
- f) Cooperation with Canadian Tire in reformulating or repackaging product to comply with environmental, health and safety or stewardship programs required by Canadian Tire or by any Law or Standard.



- g) Ensure pest control products or products containing substances claiming to have pest control use, are in compliance with the Pest Control Products Act - including, but not limited to: registration, registration fees, reporting, record keeping, labelling, restrictions, and regulatory enforcement activities with the Pest Management Regulatory Agency (PMRA). Reference: <http://laws-lois.justice.gc.ca/eng/acts/P-9.01/>

8.3 Supplier Code of Business Conduct

The Vendor will comply with the SCBC. Canadian Tire reserves the right to monitor a Vendor's practices by conducting compliance audits at the Vendor's site, its manufacturing sites, or both, as part of the SCBC program. The Vendor will be responsible for the full cost of the initial and any subsequent re-audits or any other associated activities needed to develop and implement corrective action plans to remediate non-conformances. Failure to comply may result in termination.

8.4 Bilingual Packaging and Labelling Requirements

All consumer unit packaging, whether it is part of the Canadian Tire private label brand or a Vendor's brand, must be bilingual (English and French) and in compliance with Canada's Consumer Packaging and Labeling Act (R.S.C., 1985, c. C-38) and Quebec's Charter of the French Language.

French must be featured at least as prominently as any other language on merchandise, their containers and wrappings, and documents or objects supplied with them, including directions and warranties.

Vendors are responsible for any Fines incurred by Canadian Tire for non-compliance with these bilingual requirements.

Distributors and retailers are liable for a Fine of \$500 to \$1,400 for the first offence, and \$1,000 to \$7,000 for each subsequent offence.

For assistance with bilingual packaging requirements, contact Product Stewardship at Bilingual.NonComplia@cantire.com

References:

- <http://www.oqlf.gouv.qc.ca/english/charter/index.html>
- <http://laws-lois.justice.gc.ca/eng/acts/C-38/>

9 QUALITY ENGINEERING

The Vendor will comply with the requirements of Canadian Tire and any applicable Law and/or Standard in ensuring that all Merchandise meets applicable quality and safety standards and is produced in facilities with approved Quality Management systems, such as ISO 9001:2000 or equivalent, where considered appropriate by Canadian Tire.

Canadian Tire has the right to audit, test and inspect the Merchandise to ensure that such Merchandise meets all Canadian Tire and Canadian regulatory requirements for product performance, safety, structural packaging, and reliability.

As of 2010, Canadian Tire will pay for initial quality assurance audits, testing and inspections. The Vendor will be responsible for the cost of any subsequent re-testing, re-audits, or any other associated activities needed to rectify failures or errors.

All Vendors are required to implement an internal coding system to facilitate traceability.

Batch Codes enable the tracking and identification of product to specific batches of raw materials (including component and packaging material), distribution and records.

For traceability purpose, a unique Batch Code is a mandatory requirement on master cartons, retail consumer unit packaging and the product for all shipments. The code on product must be permanent i.e., engraving, punching, permanent ink, non-removable label, etc.



A Batch Code in DWWYY- Day/Week/Year is acceptable, if it's in a different format, such as a Vendor's own tracking system, then the lab will check the method of decode with Vendor. In the event that it is not practical to include a Batch Code on the Product, then including the Batch Code on the Master Carton and Consumer Packaging will be deemed adequate (example: paper towels, flatware sets). If the Batch Code is on the product with no packaging for example only a hang tag and Batch Code is visible from shelf, a permanent Batch Code on product shall be deemed acceptable.

If the Vendor does not have their own Batch Code system, the Vendor is required to use the following: Master Carton, Product packaging and product should have a five digit date stamp (e.g., DWWYY- Day/Week/Year) marked visibly with the following coded stamp definitions (e.g., D: Monday=1, Tuesday=2, Wednesday=3, etc. W: week 1= 01, week 2= 02, week 3= 03, etc, Y: 2015=15, etc.)

10 INFORMATION SECURITY

Each party shall take all reasonable steps necessary to prevent unauthorized access to and use of any portion of the Electronic Data Interchange ("EDI") and/or WebForm data under its control.

Secure measures must include;

- Mapping EDI rules and format must be consistent using Source/target/rule validation practices
- Integration with back office systems must use scheduled batch and/or real time transfers
- File transfers must include FTP, AS2 and HTTP get/post
- Separate directories must be maintained for test and production for all inbound or outbound data.
- Errors and exceptions must be reportable and monitored
- All maps and interface models should be restricted from un-authorized access

Vendors must adhere to the security and privacy requirements outlined in Section 3 data security and privacy outlined in this document.

Vendors must report any errors and omission using EDI and Webforms must comply to the Vendor code of conduct outlined in this document.

11 INVOICING AND PAYMENT

11.1 Invoicing Instructions

Canadian Tire uses a 3-way invoice matching system to process invoices for payment. This matching system compares the product number, PO cost and receipt quantity to the Vendor's invoice. If a discrepancy exists in any of these elements, payment will not be made on time. The resolution process is manual and can take as long as 8 weeks to complete.

Vendor Payments mailing address:	Canadian Tire Corporation, Limited Attention: Vendor Payments P.O. Box 5008 Burlington, Ontario L7R 0C1
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Vendor Payments fax number:	905-469-5009 or 905-469-5010
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Courier address:	Attention: Vendor Payments 3449 Superior Court Oakville, Ontario L6L 0C4
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There is no central Vendor Payments telephone number at Canadian Tire. If you need help, contact the appropriate mailbox as listed below.

To ensure prompt service, please include your Vendor name, Vendor Number and your Purchase Order Number in all correspondence and phone messages.

CTC Merchandise Payables:	accounts payable@cantire.com
CTC Flex Billing/FMA Payables:	FLEXINQUIRIES@cantire.com
Payment Details and Backup Documentation:	APSupport@cantire.com
Inquiries/Disputes of Debit Notes:	Vendor must direct all claims and inquiries to the appropriate department listed on the debit note for resolution

► **Note**

A payment will not be issued for a balance less than \$50.

11.1.1 Payment Terms

Canadian Tire's 3-way invoice matching system helps us to ensure that we pay the agreed-to price for Merchandise. The 3-way invoice matching system allows Canadian Tire to make a payment by the discount due date when the Vendor's invoice is prompt, accurate and complete.

Each Vendor FOB profile includes documentation of the agreed payment terms. Canadian Tire's standard payment terms are as follows:

- Domestic vendor FOB: 2% discount 15 days, net due 90 days
- Offshore vendor FOB: 2% discount 15 days, net due 90 days
- Vendor FOB primarily supplying automotive hard parts (AHP): 2% discount 90 days, net due 120 days

Any payment terms other than Canadian Tire's standard payment terms require explicit approval by Canadian Tire before being implemented.

CTC considers payment terms met if payment is made on the next available pay cycle after the discount due date. Payment term discounts are as stated in Vendor Gateway. Canadian Tire Corporation calculates payment discount terms based on the full invoice amount, which includes the tax amount.

► **Note**

When the Vendor initially receives the PO, the Vendor is required to verify that all the details are correct, including the per unit prices used, payment terms and currency. If any of the information is not correct, Vendors are required to contact the Supply Chain Analyst for correction prior to shipping. Invoices that are issued that do not match the CTC's PO may be rejected when transmitted electronically. See Sections 24.5 and 28.3.

In order to ensure payment by the discount due date, the following requirements must be met:

- 1) Vendor has reviewed CTC PO and confirmed that all the information is correct in accordance to Vendor Contract.
- 2) The invoice must reach Vendor Payments at Canadian Tire at least 7 business days before the discount due date. Payments will be made based on the receipt date of the invoice. If an electronic invoice is rejected for any reason payment will be scheduled based on when the invoice is correctly re-issued to CTC.
- 3) The quantities invoiced must agree to the quantities physically received by Canadian Tire. Only the receipt quantities validated by the receiver's detailed count at the Canadian Tire DC are used for payment purposes.
- 4) The per unit prices used and the product number on the invoice must agree to the PO and the PO pricing should agree to what is stated in Vendor Gateway within the RFQ.



- 5) The invoice must meet the general invoicing requirements in Section 11.1.2 and no portion of the early payment discount is an amount on account of tax.
- 6) On a net basis, the Vendor does not owe Canadian Tire Corporation, nor have they committed to pending debits such as inventory returns.
- 7) Vendor has provided CTC with all information necessary for payments to be made via EFT/ACH at least 7 business days before the discount due date.

If these requirements are not met, Canadian Tire will still take the payment terms discount, even though the payment may be made after the discount due date, and will not consider any related payback requests.

11.1.2 General Invoicing Requirements

All invoices must be legible and in English.

Product Cost

All prices on the invoice must be a net unit price. Net unit price means the quote cost, plus casting value/core value/bottle refund, less agreed-upon discounts. Vendor Support discounts, payment term discount or any other add on costs not directly associated with the unit price should be excluded from the body of the invoice.

Vendor Support discounts (for example: Defective Recovery, Brand Development, Co-op Advertising, New Store Assistance, Inventory Transition and Labour Warranty) are collected via debit note and should not appear on the invoice. Payment term discounts are as stated in Vendor Gateway. Canadian Tire Corporation calculates payment discount terms based on the full invoice amount, which includes the tax amount.

Any other discount must be netted out against the unit price of the product, and not shown as a separate line or amount on the invoice. The casting value is common in the automotive market and this must also be netted out against the unit price of the product.

The invoice cost must be equal to the cost set out in Vendor Gateway.

Unless otherwise authorized by Canadian Tire, all invoices including invoices for shipments to CTC 3rd party facilities must be submitted electronically via SPS Commerce, VMS®, or the Vendor's EDI. Specific instructions for Merchandise invoices (810) are contained in the EDI documentation. The general requirements are outlined below.

► Note

Usage of paper invoices is done only for special circumstances, as agreed to by Canadian Tire on a case-by-case basis. A processing fee of CAD \$50 per invoice will be charged for all manual processing and will be charged to the Vendor and collected via debit note.

The following requirements apply to Canadian Tire DC invoices, Canadian Tire DC Automotive invoices, and Direct Ship invoices.

All invoices must include the following:

- valid PO number relating to the PO that is being invoiced
- Canadian Tire product numbers and descriptions that match Merchandise on the PO being invoiced
- Bill To or Sold To address:
Canadian Tire Corporation, Limited
P.O. Box 770 Station K
Toronto, Ontario
M4P 2V8
- Vendor's legal name and full address
- currency and terms
- invoice date including month, day, and year
- Vendor Number (as shown on the PO)
- invoice numbers without spaces or dashes (" ") or other characters
- invoice numbers must be at least 5 characters long and use letters, numbers, or combination of both
- GST, HST, or QST number, if applicable



- GST, HST, or QST amounts must be properly labelled.

Additional requirements for Canadian Tire DC / Canadian Tire DC Automotive invoices:

- 1 PO per invoice
- complete Ship To address

Additional requirements for Direct Ship/ X Dock/ Direct Ship 3rd Party Facilities invoices:

- 1 invoice per Canadian Tire Associate Store
- Electronic invoicing must have correct store line segment
- quote all POs
- correct Ship To address including Canadian Tire Associate Store number
- Direct Ship Inbound Job and Load number and Canadian Tire Associate Store number
- Tracking number, if applicable, per the Electronic Vendor Direct (EVD) Program or Electronic Vendor Order Reconciler (EVOR) Program.

Sales Tax Validations

Please be advised that we have made changes to our ERP system effective immediately, that now incorporate certain validation controls that support compliance to specific sales tax legislative requirements. If the following validations are not met, the result is that invoices may be rejected:

- Specifically, we require every Vendor to provide their GST/HST registration number as well as QST registration number (where applicable) when sales taxes are charged. Where invoices are sent via EDI, please ensure that the appropriate fields are populated for the GST/HST and QST registration numbers – see Section 24, “Electronic Commerce” of the Vendor Guide for further details.
- Validations also include a review of the actual sales taxes charged by a Vendor in comparison to the terms of sale captured in the Vendor Gateway system. The validation of the sales taxes charged by the Vendor is in accordance with the place of supply rules in the Excise Tax Act, specifically the place where CTC took legal delivery of the goods. Note that although our PO may identify a ship to in a certain province, sales tax is based on where CTC took delivery and possession, whether through its own trucks or through a third party carrier hired by Canadian Tire. If you have any questions on the place of supply rules, please see the CRA link below to the relevant publication (specifically Example 3) or consult with your sales tax advisor.
 - <http://www.cra-arc.gc.ca/E/pub/gm/b-103/README.html>

11.2 Receipt Payment Process

11.2.1 North American and NAVFEF Vendors

Dating Begins

Dating for payment term purposes commences on the date the invoice is received. Invoices must be dated on or after the Merchandise ship date. For NAVFEF Vendors, the Merchandise ship date is defined as the latter of a) the on board date, b) the document receipt date on the FCR, or c) the commercial invoice electronic submission date.

For example, if we receive an invoice dated September 1 on September 2nd, and the payment terms were 2% 45 Net 90 days, the scheduled payment date for that invoice would be October 16, provided that the shipment is received and the invoice, PO and receipt quantities are successfully matched. Canadian Tire follows calendar days, not business days.

Vendor payment process

Payment is made based on Canadian Tire’s 3-way invoice matching system, which compares the Vendor’s invoice lines against the PO price multiplied by the receipt quantities.

CTC considers payment terms met if payment is made on the next available pay cycle after the discount due date, based on invoice receipt date as per above.



Only the receipt quantities validated by the receiver's detailed count at the Canadian Tire DC are used for payment purposes.

► **Note**

In the event that the "per unit price" on the PO does not agree with the per unit price on the Vendor Invoice, Canadian Tire will pay for the quantity received at the lower per unit price.

Quantity Discrepancy Resolution

Canadian Tire uses a manual process to resolve quantity discrepancies resulting from shortages or significant overages. This process can take as long as 8 weeks to complete and may affect the timeliness of the 3-way invoice matching system.

Shortage

Due to the possibility of concealed shortages, the results of the receiver's detailed counts at the Canadian Tire DC will be considered final in cases where a quantity dispute pertains to the number of units inside a larger container such as a pallet or a carton.

If a quantity dispute exists at the pallet or carton level, then the Vendor must provide proof of delivery or proof of pick-up signed by a Canadian Tire driver or receiver. Once it is clearly proven that the order was properly filled from the Vendor's side then payment for the order will be made.

In the case of a shortage, Canadian Tire may fax a Vendor Discrepancy Form (see Appendix G) to the Vendor. Alternatively, a Vendor may be notified only at the time that they receive payment from Canadian Tire. At this point, the Vendor is required to respond to the contact person specified on the form within 10 days of the discrepancy notification if the Vendor is not in agreement. This will initiate further investigation into the shortage.

If the quantity discrepancy is not resolved between Canadian Tire and the Vendor prior to payment of shipment, a deduction in payment occurs. That is, the Vendor's full invoice amount is listed, and a debit note is created for the short amount, and then the net payment is made to the Vendor citing the shortage of goods. The Vendor is required to submit a dispute within 30 days of receiving the deduction to accountspayable@cantire.com if not in agreement with the quantity debit.

For all shortage disputes the Vendor must send the following information to accountspayable@cantire.com

- 1) A copy of the invoice.
- 2) The adjustment voucher indicating the shortage. This information is sent with the payment details/backup documentation. If the Vendor does not have this information, they must request it from APSupport@cantire.com before they submit the claim to the payment representative.
- 3) The proof of delivery (POD) or proof of pick-up

Pricing Discrepancy Resolution

For all pricing disputes the Vendor must send the following information to the Canadian Tire Marketing Pricing Specialist:

- 1) A copy of the invoice
- 2) The pricing adjustment voucher

If the Vendor does not know who the Marketing Pricing Specialist is, the Vendor may contact accountspayable@cantire.com for the contact information.

► **Note**

For multiple shortage claims Vendors are required to send one claim per email with all required backup documentation included to their payment representative.

The Vendor Payments representative reviews the documentation and, if it cannot be resolved, it is forwarded to the appropriate receiving warehouse for further investigation. If the missing goods are not found, the debit note stands, and no further action is taken. If goods are subsequently found, the debit note is reversed, and the Vendor is given credit for the debited goods. Resolution may take up to 30 business days.

In filing a dispute, the Vendor will notify CTC in writing, via email, as to the exact details of the dispute (amount & invoice dates). As well, a detailed explanation with back up as to why it is deemed to be invalid is required.



Retroactive disputes being filed on an account can go back no further than two calendar years from the date of the invoice.

Overage

If a Vendor over-ships on a PO, Canadian Tire is not liable to make a payment on the overage. The Vendor may be contacted and subsequently will have the excess product returned to them at their cost. Payment will not be made on the returned product and the Vendor will be liable for freight and handling cost associated with the return.

EFT/ACH Payments

EFT/ACH will be the only method by which CTC will issue payment. Please contact EFTPayment@cantire.com if you currently do not receive payments via EFT/ACH. The calculation of terms will continue to be based on invoice received date. Payments will be released as long as the criteria in 11.1.2 of this Guide is met (i.e., invoice is accurate and has been received, 3 way match of PO, receipt and invoice is successful, the account is in a payable balance, etc.). Supporting documentation is to be mailed separately from the payment and will arrive within 10 business days of the payment date. Please contact accountspayable@cantire.com for inquiries relating to the timing of EFT/ACH payments.

The remittance advice, which details the documents pertaining to the deposit, is emailed to a designated address as provided by your company on the day of the payment. The date on the remittance advice is the deposit date. If for some reason you do not see the deposit in your account, please first confirm with your bank that the funds have in fact not arrived. It has been our experience that in situations where funds appeared not to have arrived and a trace was initiated that the funds had in fact arrived at the branch but had not yet posted to the account. If after confirming with your bank you still have not seen your payment or have other enquiries relating to payment, please contact accountspayable@cantire.com.

If there are any changes to a Vendor's banking information, they are required to notify EFTPAYMENT@CANTIRE.COM and provide CTC with the appropriate supporting information/documentation such as bank letter or copy of Master Business Licence. Vendors are required to allow two weeks for changes in banking information to take effect.

Cheque delivery

All cheques are sent through Canada Post for mail delivery. Under no circumstances will a cheque be sent or picked up by courier.

Supporting documentation and payment details

Supporting documentation and payment details are mailed separately from all payments. Vendors are required to allow 10 business days (14 days for Direct Ship invoices) from the date payment date for backup documentation to arrive in the mail. If a Vendor is missing any documentation after the 10 business days, they are required to contact APSupport@cantire.com to request duplicate copies as payment representatives do not have visibility to this information.

If Vendor has a factoring arrangement, the documents are only sent to the address on record (the factor) and CTC will not send a duplicate set. It is up to the Vendor and the Factor to make arrangements to share such documents. Requests for additional copies will result in a charge of \$100 per document.

If a Vendor payment goes directly to a lockbox, appropriate arrangements are to be made with your financial institution to receive the documents. Requests for additional copies will result in a charge of \$100 per document.

If additional copies are required, a request, including the debit/credit note reference number(s) and payment number, is to be submitted to apsupport@cantire.com.

Email requests will be addressed within two weeks, in the order in which they were received; however there are instances when additional time is required.

Please allow a minimum of six weeks before resubmitting a request.

**Updates to remit to locations**

Vendors must notify accountspayable@cantire.com if there is a change to their remit to address. In addition, all changes in remittance locations are required to be updated in Vendor Gateway. If a Vendor requires assistance in making the required changes they will need to contact VendorSystemSupport@cantire.com.

11.2.2 Offshore Vendors**Invoicing and Payment Dating**

For the Invoice Date on the Commercial Invoice, Vendors must use the later of a) the PO due date, or b) the date the Merchandise is delivered to the location specified on the PO. The date Canadian Tire uses for payment purposes is the later of a) the on board date, b) the document receipt date on the FCR, or c) the Commercial Invoice electronic submission date.

At the time the shipment arrives at the port, the Vendor will provide Century with the appropriate documents for verification. Century will then issue the FCR to the Vendor.

Vendor payment process

The invoice used for payment must be generated from the Vendor's Commercial invoice and interface to Canadian Tire's payables system with prefix CENT and Vendors are limited to one invoice per CTC PO. Vendor should not send invoices directly to Canadian Tire Vendor Payments unless instructed to prevent duplicate invoicing. If Vendor sends duplicate invoices, Canadian Tire will charge the Vendor via debit note \$50 per duplicate invoice.

Canadian Tire will pay a Vendor based on the amount on the invoice and the PO. The invoice is matched against the PO. If the invoice quantity is greater than the PO quantity, the invoice is returned to the Vendor for correction.

► Note

In the event that the per unit price on the PO does not agree with the per unit price on the Vendor invoice, Canadian Tire will pay for the quantity received at the lower per unit price.

If there are any discrepancies between the quantity ultimately received at the Canadian Tire DC and the quantity originally invoiced, Vendor Payments at Home Office will check the quantity Trans loaded as recorded in Century's Visibility Management (VMS) ® system.

- If the quantity Trans loaded is consistent with the original invoice, no adjustment will be made.
- If the quantity Trans loaded is consistent with the Canadian Tire DC count, then the payment to the Vendor will be adjusted to reflect the Trans loaded quantity.

► Note

Vendor payment inquiries should be directed to Canadian Tire's Far East Office at VendorPayment.Hongkong@cantire.com or VendorPayment.Shanghai@cantire.com. They should not be directed to the Canadian Tire Vendor Payments Department at Home Office.

Wire payment details and attachments

Supporting documentation and details for the payment should be sent to Canadian Tire's Far East Office and forwarded to Vendors within 5 business days from the day of the wire payment.

CTC considers payment terms met if payment is made on the next available pay cycle after the discount due date. Payment terms based on the full invoice amount, which includes the tax amount.

11.2.3 Debit Balances

Due to seasonal business or changes in our business relationships, a Vendor's account may go into a debit balance, meaning the vendor owes Canadian Tire funds. While the Vendor's overall account is in a debit balance, Canadian Tire will not make payment on invoices from the Vendor and will consider any offered payment term discounts to be earned as those items become due and reduce the overall balance owing to Vendor.

Once a debit balance is cleared the payment will be released. For example, if a Vendor is in a debit balance for \$100 and sends Canadian Tire an invoice for \$50 with a 2% payment term discount, Canadian Tire will reduce the Vendor's debit by the net invoice amount of \$49 to arrive at a new debit balance of \$51.

If the debit balance does not clear within 45 days, the Vendor is required to refund the debit balance by cheque or wire.



If the balance still has not cleared, then CTC may opt to initiate collection proceedings which may include the use of third party collection agencies and possible legal action.

CTC reserves the right to offset account balances across different FOB's to the extent each such FOB is connected in Vendor Gateway to the Vendor

In addition, CTC will have the right from time to time to set-off against any monies owed by CTC to the Vendor, any monies or charges that may then be due and owed to CTC by any of the Vendor's affiliated companies that supplies or has supplied products to CTC.

Final Payment

- 1) In the event that a Vendor relationship is being terminated (including the Vendor Agreement), Canadian Tire will withhold any payment owing or become due to such Vendor until such time as Canadian Tire, in its discretion, is satisfied that all applicable chargebacks, fees, and claims such as future defects have been identified and processed against the Vendor's account.
- 2) Without limiting the generality of the foregoing, at the time that a Vendor relationship is being terminated and thereafter, at CTC's discretion, CTC will:
 - (i) review the actual cost of defective Merchandise and ASSP expenses incurred since funds were held in reserve for such purposes pursuant to this Guide and re-estimate the amount required to offset the cost of future defective Merchandise and future ASSP expenses, using the calculation set out in section 4 below;
 - (ii) adjust, if necessary, the amount held in reserve to offset the cost of future defective Merchandise and future ASSP expenses to account for the new estimated amount, as set out in (2)(i) above. For clarity, CTC will withhold from Vendor's account any funds required to adjust the amount held in reserve as set out in this Section.
- 3) From time to time, as determined by CTC at its sole discretion, after a Vendor relationship is terminated (including the Vendor Agreement), CTC will compare the actual cost of defective Merchandise and ASSP expenses incurred against the funds held in reserve for such purposes, as set out in Section 2 above and, if there is a difference, such difference will be debited or credited, as applicable, to the Vendor's account.
- 4) The new estimated cost of future defective Merchandise and future ASSP expenses, as set out in Section 2(i) above, will be calculated as follows:

Cost of future defective Merchandise = [(inventory) x (defect rate) x (recoverable cost per unit)] – (unused DAS purchase deductions) – (unused %RTV purchase deductions)

Where inventory = [(units of CTC inventory) + (units of store inventory) + (units sold that are still under warranty)]

Cost of future ASSP expenses = [(inventory) x (ASSP expense rate) x (recoverable cost per unit)] – (unused ASSP purchase deductions)

Where inventory = [(units of CTC inventory) + (units of store inventory) + (units sold that are still under warranty)]

12 PACKAGING SUSTAINABILITY GUIDELINES

Packaging is an integral part of any product in that it provides convenient, safe, and cost effective delivery of goods to consumers. It also helps to minimize waste in the supply chain by protecting products from damage and increasing the shelf life of perishable products. In addition, packaging plays a key role in communicating marketing, safety, and functional information about products.

Packaging also contributes to negative environmental impacts including consumption of resources, waste, and generation of litter. These guidelines are intended to enable the packaging supply and recovery systems to minimize the environmental impacts of packaging and packaged products for primary, secondary, and tertiary packaging. In applying these guidelines, there will be a beneficial impact on the environment, lower waste fees, and the potential to reduce purchasing and transportation costs.



The structural packaging specifications outlined in Sections 14 through 21 are designed to protect Merchandise and consumer packaging throughout Canadian Tire's supply chain. Large changes such as eliminating or reducing packaging should be made in collaboration with Canadian Tire—including the Category Business Manager, Senior Packaging Optimization Consultant and Supply Chain Solutions—to ensure that the changes will have an overall positive impact. Packaging changes that cause significantly increased product damage and/or destroyed product are counter to the principles of sustainability. For more information, contact Supplychainsolutions@cantire.com

The objectives of these guidelines are to:

- Minimize damage to packaged product with properly designed master cartons produced from quality material.
- Protect and deliver goods efficiently with minimal environmental impact.
- Right-size the packaging to Merchandise, reducing unnecessary volume and transportation cost.
- Use resources more efficiently.
- Reduce the amount of waste and litter generated by packaging through facilitating reuse or recycling.
- Minimize negative impacts of packaging and packaged products on humans and the natural environment.

The overall strategies to address environmental impacts of packaging and packaged products that must be considered across the packaging supply and recovery chains include:

- Planning (Design and Cost)
- Material Sourcing
- Elimination and Reduction
- Recovery and Recyclability

12.1 Planning (Design and Cost)

Studies cite that 70% of the environmental impact of packaging is determined at the design phase. It is possible to 'design out' negative consequences and 'design in' sustainability based features. To maximize cost efficiencies, consider sustainable design criteria in the packaging development stage:

- Apply packaging design for probable handling scenarios (not worst case) and ensure to balance need against over-engineering. As an example, the package should not be the exclusive deterrent against product theft.
- Look beyond sourcing and manufacture when evaluating cost. Look for opportunities to apply systems thinking – performance and cost across the value chain – by applying full cost accounting.
- Freight costs are up to 15 times more expensive than packaging material costs. A reduction in packaging materials combined with a reduction in cube can lead to significant cost savings. Excess cube may not be visible without opening a box from around, above, and below a product.
- Packaging materials that are cheap to buy may be expensive to dispose of via municipal or provincial stewardship programs. These packaging and printed materials programs are also known as Blue Box programs. Examples of provincial agencies that run these programs include Stewardship Ontario, Eco Enterprises Quebec, Multi-Material BC, Multi-Material Stewardship Western (MMSW) Saskatchewan and Multi-Material Stewardship Manitoba. These agencies often publish their fees on the internet, and fees can vary significantly from year to year.

12.2 Material Sourcing

Packaging should maximize the use of recycled content where use of such content is physically possible, cost effective, not detrimental to function of the package or the packaged product, and would not violate applicable health and safety standards. In addition, every package must be assessed to determine the presence of toxic substances likely to pose risk, and endeavour to reduce that risk accordingly:

- Packaging that is recycled 100% of the time into similar material and would contain 100% recycled materials is most desirable.
- The next best package is recycled into some kind of product such as plastic bottles into fibre for clothing, carpet, etc.
- Lastly, a package that is made from recycled material but then discarded also offers some value.
- If available, use a certification mark indicating that environmental standards have been verified by a third party auditor to assure consumers that packaging meets stringent environment standards.



- Companies should apply conventional and conservative risk management principles in the selection of substances for packaging applications. This includes, where possible, elimination of toxic and hazardous substances or minimization of such substances where their use is necessary.
- In order to give direction on the types of materials that are acceptable, a categorization of materials to eliminate, reduce, and preferred is below. While the list is not exhaustive, it will provide sustainability guidance in making packaging decisions.

Table 1 Packaging Material Guidelines

Eliminate	PVC, Heavy Metals, Polystyrene, Plastics containing Bisphenol A
Reduce	All Plastic Films, Plastic Laminates, Aseptic Packaging, Coated Paperboard
Preferred	Corrugate, Paperboard, Paper, Molded Pulp Fibre, EPE, PET, HDPE, LDPE, PP, Metal

12.3 Elimination and Reduction

If Merchandise can ship safely without damage, eliminate the package altogether. Otherwise, packaging should be manufactured so that volume and weight is limited to the minimum amount required to maintain the necessary level of product protection, safety, and hygiene:

- Use the product development stage to evaluate the need for packaging. ‘Retail Ready’ packaging or packaging that acts as a case are opportunities that can work for some product lines. Packaging such as bulk bins for small items is another example for consideration.
- Layers of packaging in the system should be minimized through the most optimal combination of primary, secondary, and tertiary packaging. For example: it may be possible to eliminate one layer through better design.
- Do not over spec a package. Using stronger, heavier materials and adding packing ‘just to be sure’ that Merchandise is not damaged during transport, can add unnecessary cube and weight, and does not reduce damages.
- Source reduction of packaging can be achieved in many different ways. For example:
 - ‘light weighting’ the package,
 - increasing the bulk volume in the retail unit
 - by concentrating the product
 - by redesigning the package to eliminate some of the material.
- Different style boxes may require less board to contain the same volume. Nesting a standard reverse tuck carton on a press sheet may use up to 50% less material. Similarly, end loading boxes require the least amount of board.

12.4 Recovery and Recyclability

Packaging should be designed and produced in such a way as to maximize its potential for recovery and recycling at end-of-life and to minimize the environmental impacts of its disposal. Consider packaging design that is produced in such a way as to maximize its potential for reuse where the environmental benefit can be demonstrated. Priority should be given to reuse in the same application (pallet system for distribution) followed by reuse for alternative application (glass jars used as storage):

- Where possible, the package should consist of a single material, or materials, which can be readily separated and sorted for recovery.
- Packaging should be designed to minimize the impacts that any components (e.g., closures, labels, sleeves, carry handles) may have on the recovery process.
- Reusable distribution packaging should be designed for durability, efficient return, effective cleaning, and tracking in the supply chain.



- Refillable containers should be considered for consumable products such as detergents, cleaners, and conditioners.

13 ONLINE ASSORTMENT PROGRAM

Canadian Tire's Online Assortment Program is an optional eCommerce program for products sold through Canadian Tire's eCommerce website. Online Assortment products are sold exclusively online, are not found in Canadian Tire stores, and do not exist in any Planogram. Inventory for this program is not held at any Canadian Tire DC, as Merchandise in this program is shipped directly from Vendor to Store.

Vendor participation in this program and the addition of any products to the Online Assortment is at the discretion of Canadian Tire. In order to participate in Canadian Tire's Online Assortment Program, Vendors must ship from a domestic warehouse and must comply with the provisions set out in the Online Assortment Program Reference Guide, as amended from time to time by CTC. For a copy of the most recent online assortment supplier reference guide please reach out to onlineassortment@cantire.com.

14 PACKAGING STANDARDS INTRODUCTION

This section of the Guide provides information about quality packaging standards for products at Canadian Tire. It gives your company the information you need in order to ensure that your packaging meets the standards and specifications required by Canadian Tire.

Our goal is to ensure that product moves from your facility to Canadian Tire Associate Stores in the best possible condition, through safe and efficient handling. We want to ensure that the consumer package is protected during the various types of handling required for product flow. Canadian Tire's conveyor system provides the most efficient method of handling the Merchandise it receives from its Vendors. For both conveyable and non-conveyable products, your shippable packaging must conform to our specifications (see Section 20). By ensuring your packaging meets the requirements outlined in these packaging standards, you enhance product appearance and increase our customers' satisfaction.

We may handle your product in any of the following ways:

- automated conveyor systems
- clamp trucks
- vacuum lift system
- fork lift trucks
- stacking and double-stacking with pallets
- stretch wrap on pallets
- manual handling
- floor-loading in trailers

For a listing of our detailed conveyor requirements, see Section 20.

The benefits to you are not only that your product arrives at Canadian Tire Associate Stores in the best possible condition for sale, but also that you have fewer damaged products.

In compiling the standards set out in this document, Canadian Tire consulted with the following organizations:

- International Safe Transit Association (ISTA)
- ASTM International
- Independent corrugate suppliers and accredited quality testing labs
- Technological Association of the Pulp and Paper Industry (TAPPI)
- Railway Association of Canada

For these associations' websites, as well as further general information about corrugate, packaging standards or testing, see Appendix C and Appendix D.



For questions regarding Canadian Tire's packaging standards, e-mail the Supply Chain Solutions Team at supplychainsolutions@cantire.com

15 CORRUGATED FIBREBOARD MASTER CARTONS

You must ensure that master cartons conform to the requirements listed below. If you have any concerns regarding your packaging material, please contact your corrugate supplier.

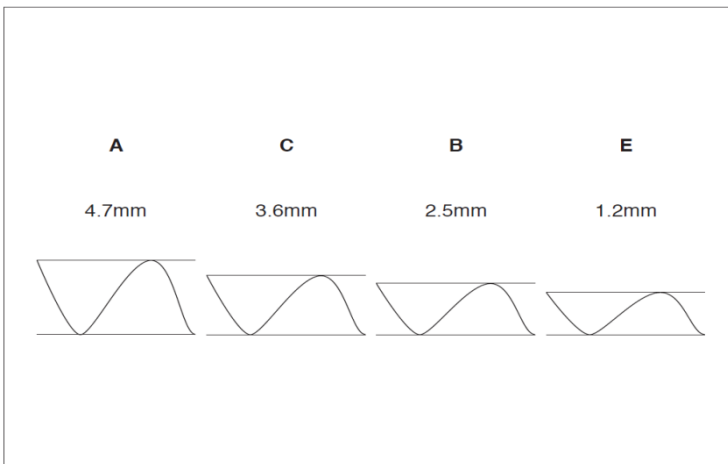
15.1 Materials

Cartons must be made with wood pulp based linerboard. Cartons made with fibre mixes containing wheat straw or rice straw are not acceptable.

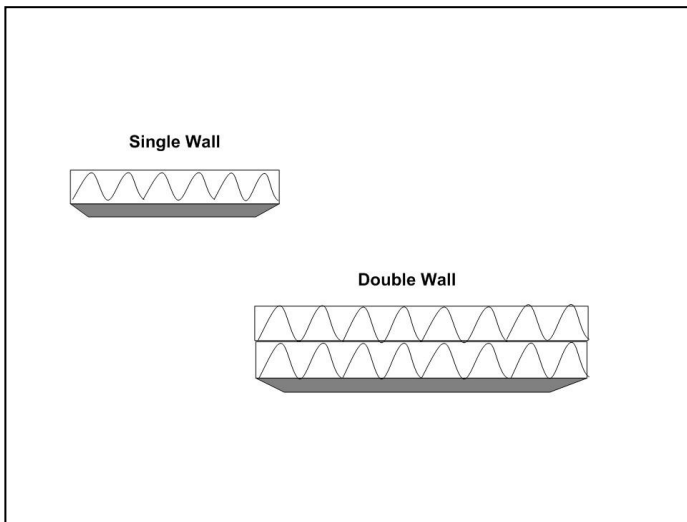
Cartons must be made with single wall or double wall corrugate, using A, C, B or E sized flute (see Figure 1). The corrugated cardboard used must be recyclable (no polymer/plastic coating).

Figure 1 **Flute Sizes**

The numbers in the diagram below refer to the height of the flute in millimeters.



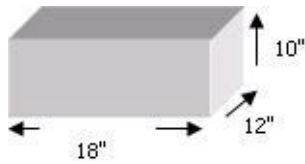
We recommend double wall cartons (see Figure 2). Please contact your corrugate supplier for appropriate packaging.

**Figure 2 Single Wall and Double Wall Flutes**

The combination of liner and flute medium must meet the performance requirements for the weight and dimensions of the product, verified by an Edge Crush Test (ECT). The mandatory minimum technical specifications are listed in Table 2 below.

Table 2 Strength Test Ratings: Single and Double Wall Corrugate

Maximum Weight of Product and Box in lbs.	Maximum Outside Dimension (sum of length, width, height) in inches	Minimum ECT in lbs. per inch width
Single Wall Corrugated Fibreboard Boxes		
20	40	23
35	50	26
50	60	29
65	75	32
80	85	40
95	95	44
120	105	55
Double Wall Corrugated Fibreboard Boxes		
80	85	42
100	95	48
120	105	51
140	110	61
160	115	71
180	120	82

**Example**

Carton dimensions 18" (length) + 12" (width) + 10" (height) = 40 inches. Carton weight = 20 lbs.

The carton must meet minimum ECT of 23 lbs. See Sections 15.1.1 -15.1.3 for additional requirements.

Figure 3 **Box Manufacturer Certificate – Edge Crush Test**

(BOX MANUFACTURER)		
BOX CERTIFICATE		
THIS SINGLEWALL BOX MEETS ALL CONSTRUCTION REQUIREMENTS OF APPLICABLE FREIGHT CLASSIFICATION		
EDGE CRUSH		32
TEST (ECT)		LBS/IN
SIZE LIMIT	75	INCHES
WT LT	GROSS 65	LBS
(CITY & PROVINCE)		

The Edge Crush Test (ECT) is used to determine the stacking strength of a master carton before the bottom box collapses under the weight of the other boxes stacked on top.

Corrugate Strength

All RSC master cartons (see Figure 3) must be stamped on the bottom with the Box Manufacturer Certificate indicating the ECT value. This stamp is applied by the corrugated supplier and identifies the test results and the name of the box manufacturer. Mullen Burst test is not acceptable as a measurement of strength.

15.1.1 Structural Packaging Test (SPT)

In order to protect product from damage, master cartons must be constructed to withstand different distribution hazards.

ISTA 3A Series and ISTA 1B Series are established global standards which simulate Canadian Tire's current supply chain handling process. Complete test protocols for Series 3A and Series 1B can be purchased directly from ISTA.

The following is a general outline of the required test procedures:

Non-Conveyable Master Cartons

Non-conveyable master cartons which weigh ≤ 150 lbs (68 kg) must pass ISTA 3A Series.

Test the packaged product according to configuration/design (i.e., standard, small, flat, elongated) as outlined in ISTA 3A.

The following optional tests are not required for this assessment:



- Atmospheric Conditioning: Controlled Temperature and Humidity
- Vibration: Random Vibration under Low Pressure

See the typical ISTA 3A sequence below:

Typical Sequence of Tests

Sequence #	Test Category	Test Type
1	Atmospheric Pre-conditioning	Temperature & Humidity
2	Shock	Drop
3	Vibration	Random With & Without Top Load
4	Shock	Drop
5	Shock (Flat & Elongated Packages)	Rotational Edge Drop
6	Shock (Flat & Elongated Packages)	Full Rotational Flat Drop
7	Shock (Flat Package)	Concentrated Impact
8	Shock (Elongated Package)	Bridge Impact

Non-conveyable master cartons which weigh >150 lbs (68 kg) must pass the **modified** ISTA 3A Series (using ISTA 1B Shock Drop Test and ISTA 1B Rotational Edge Drop Test) as a substitution for the Shock tests in ISTA 3A.

The following optional tests are not required for this assessment:

- Atmospheric Conditioning: Controlled Temperature and Humidity
- Vibration: Random Vibration under Low Pressure

See the typical **modified** ISTA 3A sequence below:

Typical Sequence of Tests

Sequence #	Test Category	Test Type
1	Atmospheric Pre-conditioning	Temperature & Humidity
2	Shock	ISTA 1B Drop & Rotational Edge Drop
3	Vibration	Random With & Without Top Load
4	Shock	ISTA 1B Drop & Rotational Edge Drop

ISTA 1B Shock (drop test)

Sequence #	Area of Impact	Drop Height
1	One of the smallest vertical faces	6" (150 mm)
2	Opposite small vertical face	6" (150 mm)
3	One of the largest vertical faces	6" (150 mm)
4	Opposite large vertical face	6" (150 mm)

**ISTA 1B Shock – Rotational Edge Drop Test**

Sequence #	Action
1	Place onto flat rigid surface (steel or concrete)
2	Support any face 3 edge with a timber or support 3.5 inches to 4 inches (90 to 100 mm) in height and width
3	Lift the opposite face 3 edge to 8 inches (200 mm) off the surface
4	Release the edge so it falls freely onto a flat, rigid surface
5	Repeat Step 3 on one of the bottom edges radiating 90° from the edge tested in Step 3 Sequence 3

Conveyable Master Cartons

Conveyable master cartons which weigh ≤50 lbs (22.7kg) must pass ISTA 3A Series.

Test the packaged product according to configuration/design (i.e., standard, small, flat, elongated) outlined is ISTA 3A.

The following optional tests are not required for this assessment:

- Atmospheric Conditioning: Controlled Temperature and Humidity
- Vibration: Random Vibration under Low Pressure

See the typical ISTA 3A sequence below:

Typical Sequence of Tests

Sequence #	Test Category	Test Type
1	Atmospheric Pre-conditioning	Temperature & Humidity
2	Shock	Drop
3	Vibration	Random With & Without Top Load
4	Shock	Drop
5	Shock (Flat & Elongated Packages Only)	Rotational Edge Drop
6	Shock (Flat & Elongated Packages Only)	Full Rotational Flat Drop
7	Shock (Flat Package Only)	Concentrated Impact
8	Shock (Elongated Package Only)	Bridge Impact

15.1.2 Stack Compression Test

Master cartons must be column stacked in order to optimize the stacking strength of the corrugate

The following procedures test the master carton's stacking strength (warehouse storage):

Non-Conveyable Master Cartons

For cartons with a height dimension of >12" (30.5 cm): shall be able to stack to a maximum height of 16 feet (4.9 m).

For cartons with a height dimension of ≤ 12" (30.5 cm): shall be able to stack to a maximum height of 8 feet (2.4 m). Shall have a minimum safety factor (SF) of 5 and apply the load at a maximum rate of 2 inches (50.8 mm)/minute and load for 1 minute on box.

Force (lbf) = weight of content x (SF) 5 x number of boxes above the bottom box for 8 feet or 16 feet.

Conveyable Master Cartons

Shall be able to stack to a maximum height of 8 feet (2.4 m).



Shall have a minimum safety factor (SF) of 5 and apply the load at a maximum rate of 2 inches (50.8 mm)/minute and load for 1 minute on box.

Force (lbf) = weight of content x (SF) 5 x number of boxes above the bottom box for 8 feet (2.4 m).

15.1.3 Clamp Compression Test

The following procedure tests the master carton's ability to withstand clamp compression (non-conveyable master cartons only).

For Products Weighing >150 lbs (68 kg):

Apply compressive force for one (1) minute at 2500 lbf (15.5 kN) on both sides of master carton (length & depth). Apply the load at a maximum rate of 2 inches (5.1 cm) per minute.

For Products Weighing ≤150 lbs (68 kg):

Master carton shall withstand a compressive force of 2500 lbf as per the following formula:

Carton weight x 5 (safety factor) x stack height number.

► Note

If only one (1) side can be clamped safely, the test will be conducted with the "Clamp Here" icon facing the person conducting the test.

15.2 Master Carton Markings

Product must be packed in cartons marked with the appropriate handling symbols (see Table 3). If your product requires any special handling not represented by these symbols, please ensure the carton is marked clearly and accordingly.

Labelling shall include the following mandatory pictograms:

- This Way Up
- Stacking Limitation

If only one (1) side can be clamped safely, Vendor will include:

- Clamp Here (symbol is facing clamp truck operator) and
- Do Not Clamp This Side (on adjacent side of master carton)

If both sides can be clamped, clamp pictograms are not required.

If the master carton contains consumer units (e.g., fry pans), the pictograms shall be printed on all four vertical facings of the master carton.

If the master carton is the consumer unit (e.g., table saw), the pictograms shall be printed on a minimum of one vertical facing, adjacent to the principal panel.

Pictograms shall be legible, indelible, and not applied as a stand-alone label. It shall be printed onto the corrugate or on the lithographed paper which displays the product information and graphics.

All pictograms shall be printed in black ink. If the master carton is printed in colour (e.g., lithograph laminate), the pictograms will be housed together inside a single black border with a white background.








Pictograms shall be a minimum height size of $h=d/40$ (h = height, d = viewing distance in millimeters) as per ISO 3864-2. Typical viewing distance is 10 feet (3 m) with minimum height/width dimension of 3 inches x 3 inches (7.6 cm x 7.6 cm).

If the vertical side of the master carton is less than 3 inches (7.6 cm) high, then the pictogram must be maximized within the area.



For example, if the height of the carton is 2.5 inches (6.35 cm), then the pictogram must be at least 2 inches (5 cm) in height.


Table 3 Glossary of Handling Symbols

MANDATORY SYMBOLS	DESCRIPTION	DEFINITION
	This Way Up	When handling product, arrows must always point up.
	Maximum Stacking Height	Indicates how many master cartons will be column-stacked in a Canadian Tire distribution centre (see Section 15.1.2). “XX” is replaced by the appropriate number.
SPECIAL HANDLING SYMBOLS (if master carton can only be clamped in one direction)	DESCRIPTION	DEFINITION
	Clamp Here	Product must be clamped with this symbol facing operator.
	Do Not Clamp Here	Product must not be clamped with this symbol facing operator.
OPTIONAL SYMBOLS	DESCRIPTION	DEFINITION
	Fragile Handle with Care	Product can easily break. Handle carefully.
	Protect from Cold or Freezing	Product must not freeze, as freezing will cause damage. Requires special handling and storage (i.e., heated environment).
	Protect from Heat	Product must not be heated, as heat will cause damage. Requires special handling and storage (i.e., refrigerated environment).



15.3 Master Carton Styles

You should use a Regular Slotted Container (RSC) for most products (see Figure 4). These are preferred by Canadian Tire.

We recommend using a rectangular or square master carton to ensure efficient flow of product. Do not use round or irregularly shaped containers or cartons at this level of packaging.

Do not use “1-2-3” bottom containers. The bottom of the container is not fully sealed, and product may break through.

When a telescope box (see Figure 5) is used for a product, it must be strapped (see Section 20.2) and stacked with the base on the floor.

Figure 4 **Regular Slotted Container (RSC)**

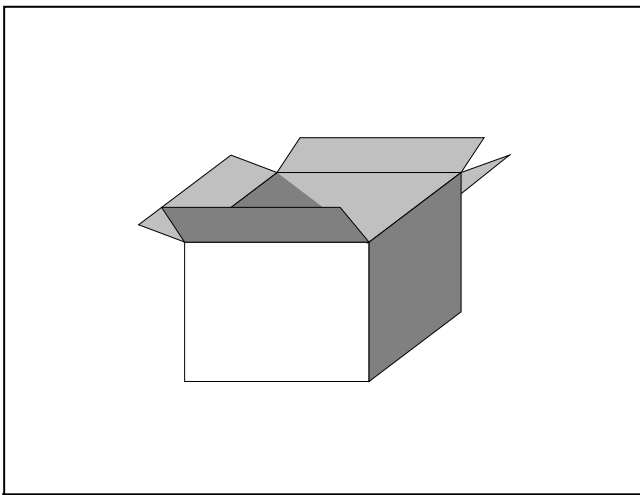
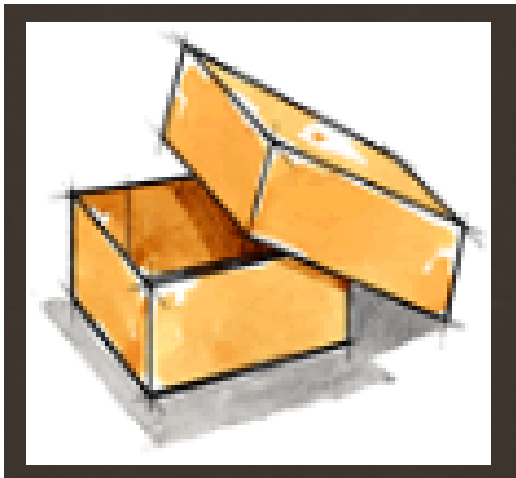


Figure 5 **Telescope Box**





15.4 Securing Joints

Joints must be stapled or glued. Joints that are glued must be sealed with water-resistant adhesive. Glued containers must dry properly, so that damage does not occur when the product is being clamped.

16 INSERTS AND PADDING

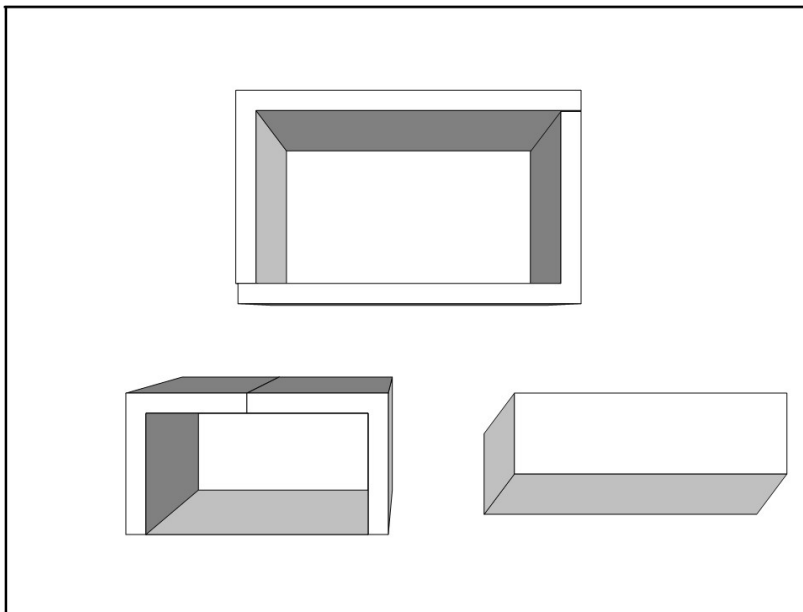
Canadian Tire moves products of many shapes and sizes through its DCs. Many containers require packaging inserts or padding (see Figure 6 to 9) both to protect the product inside and to strengthen and support the carton for stackability, conveyability and material handling purposes.

Cartons must be right-sized to limit space around the product. The product and any additional parts must fit securely to restrict movement and prevent damage, which is achieved by the use of inserts (preferably corrugate).

Inserts or padding used to protect products can be made of paperboard, single-face or unlined corrugate.

When using cardboard inserts or padding, place them under the centre seam tapeline, to avoid cuts to the product when opening the carton.

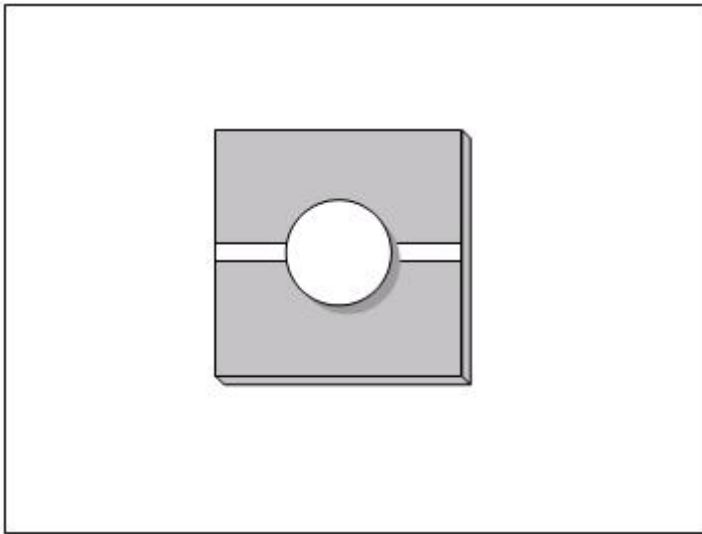
Figure 6 Inserts – Tubes



These tubes can be used as a sleeve to protect individual items, such as glassware.

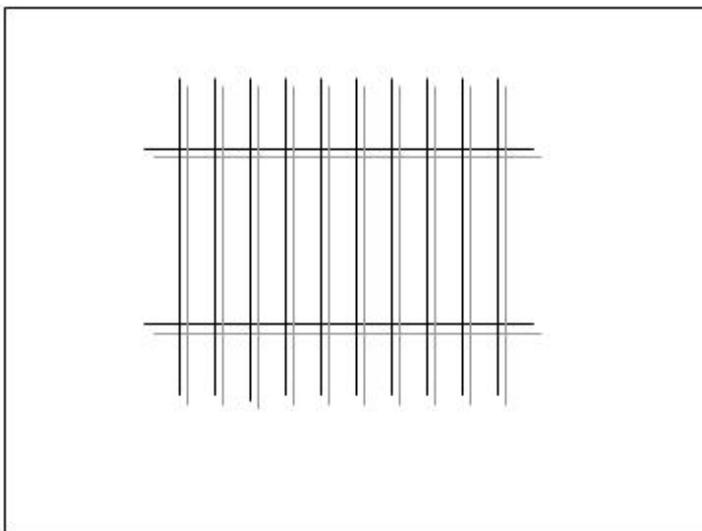


Figure 7 **Inserts – Inner Packaging Forms**

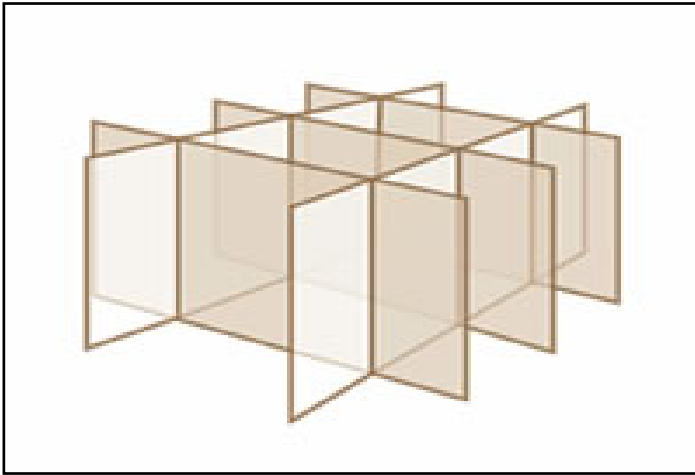


This form is usually die cut, and is used to support irregular shaped items, such as a bicycle handlebar.

Figure 8 **Nesting Boards**



Nesting boards are used to separate and support fragile, thin, and narrow products, such as picture frames.

**Figure 9 Inserts – Partitions**

These partitions are used mainly for glassware and other fragile items, such as candles, that need to be individually protected.

17 PROTECTIVE WRAPPING

Canadian Tire requires its Vendors, where applicable, to use various types of wrappings to secure and protect certain products from rough handling.

Automotive hard parts, such as brake rotors, are susceptible to oxidation, corrosion or rusting when they come into contact with humidity or moisture. These products must be protected with either Volatile Corrosion Inhibitor (VCI) paper or poly-coated Kraft-type paper.

Products that can be damaged by excessive humidity or moisture must be boxed with a desiccant. Products must also be packaged in moisture-resistant material.

Fragile products that cannot be protected by inserts or padding must be wrapped with unlined or single face corrugate.

Products that are not packaged in master cartons must be protected from damage during the transportation and distribution process. Some form of protective wrapping must be applied to these products.

17.1 Shrink Wrap (Heat-Treated)

If you plan to use shrink wrap, you must contact Canadian Tire for approval, to ensure that the packaging is adequate. If necessary, please e-mail the Supply Chain Solutions Team at Supplychainsolutions@cantire.com.

Stretch wrap is often incorrectly referred to as shrink wrap. Shrink wrap must be heated to create a tight fit to the item being wrapped. Please see Appendix A for definitions of terms used in this Guide.

Some of the requirements regarding the use of shrink wrap are listed below:

- Products being bundled with shrink wrap must be tightly wrapped and heat-sealed to limit movement.
- If more than 2 cartons are being bundled together, a corrugate tray or similar form of support is required under them.
- Shrink wrap may be used for trays (made of corrugate). The wrap tension must be tight enough to ensure as little product movement as possible. There must be no gaps in the wrap that could expose the product or tray.
- Shrink wrap with a clear matte finish must be used.
- Acceptable materials: Low Density Polyethylene (LDPE) and Polypropylene (PP). Do not use Polyvinyl Chloride (PVC).
- The minimum thickness requirement for shrink wrap is 300 gauge or 0.075 mm.
- Bundles of shrink wrapped product should not exceed 36" (91.4 cm) x 24" (61 cm) x 24" (61 cm) and 50 lbs. (22.7 kg).



17.2 Stretch Wrap (Palletized Product)

All palletized products must be stretch-wrapped. Each pallet should be wrapped individually using clear, matte stretch wrap with the following coverage:

Table 4 **Stretch Wrap Requirements**

Area on Pallet	Stretch Wrap Coverage Specifications
Pallet	Wrapped 2"–3" over the pallet covering all 4 corners
Bottom	2 full rotations
Top	3 full rotations
Overlap	50%

Acceptable Materials:

- Linear low-density polyethylene (LLDPE)
- Polyethylene (PE)

► **Note:** Our DC's cannot accept Polyvinyl chloride (PVC) stretch wrap

You must use the following “force to load” specification. This coverage has been proven to be effective in maintaining the integrity of the load, as well as being cost effective.

Gauge: 65 **Tension:** 265% **Width:** 30"

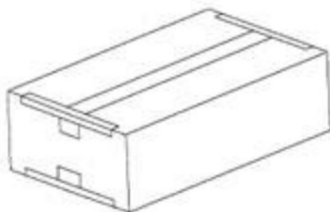
Ensure that all labels are securely placed on the cartons, not on the stretch wrap.

18 SEALING CARTONS

Non-Conveyable and Conveyable Master Cartons

Tape (see Figure 10): centre seams and edges of the top and bottom flaps shall be securely sealed with minimum 2 inches (5.1 cm) wide tape forming an H-pattern with a preferred minimum overhang of 2 inches (5.1 cm) down each box side. Tape shall be applied uniformly: no air pockets, not disjointed or uneven.

Figure 10



Glue: flaps sealed with glue shall be resistant to separation so that fibre tear occurs if opened by hand.

Staples: shall be of good commercial quality steel and have a rust-resistant coating of copper, zinc, or other material.

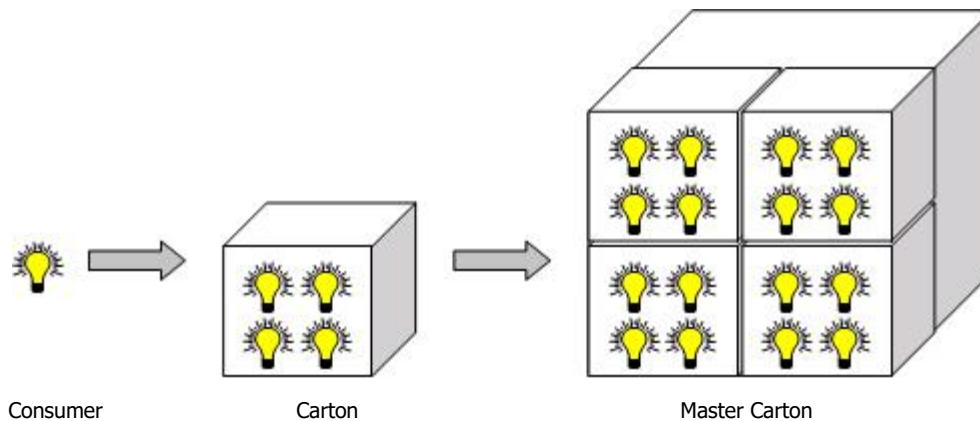
Strapping: straps are not permitted on conveyable products (see Section 20.2).



19 CARTON AND MASTER CARTON QUANTITIES AND DIMENSIONS

As a Supplier to Canadian Tire, you must ship your products in configurations that work efficiently at both the Canadian Tire Associate Store and the Canadian Tire DC.

Figure 11 The Packaging Continuum



Carton quantities are defined as either a single self-contained consumer unit or the first level of packaging above a consumer unit. This also serves as a MOQ and the ideal ship level for Merchandise being delivered to Canadian Tire Associate Stores. Our goal is to have full cartons move from the Supplier to the Canadian Tire DC and onto the Canadian Tire Associate Store shelf. Carton quantities that are correctly set also lead to increased sales of Merchandise, because Canadian Tire Retailers are more likely to carry the product. Please note: any discrepancies between quoted inner/outer quantities in Data Vault vs. what is actually received by the Canadian Tire DC's may be subject to ad-hoc Fines.

Unless you have received specified carton quantities or MOQ by product from the Supply Chain Solutions Team as part of your Request for Proposal (RFP) package, you must quote carton quantities based on the carton quantity matrix, which is shown in the following table:

Table 5 Carton Quantity Matrix

Projected Regular Sales Range (consumer units)	Unit Price to Canadian Tire (in US Dollars)					
	0.01 to 1.50	1.51 to 3.50	3.51 to 7.50	7.51 to 15.50	15.51 to 38.00	38.01 and up
1 to 1,500	3–5	1*	1*	1*	1*	1*
1,501 to 3,000	6–9	4–6	1*	1*	1*	1*
3,001 to 6,000	8–12	5–8	3–5	1*	1*	1*
6,001 to 12,000	10–18	6–12	4–6	3–5	1*	1*
12,001 to 24,000	15–25	10–16	6–10	4–6	2–4	1*
24,001 to 48,000	20–40	12–24	8–14	6–10	4–6	3–5
48,001 to 100,000	30–54	20–36	12–20	8–14	6–10	4–6
100,001 to 200,000	42–78	28–50	16–28	10–20	8–12	6–10
200,001 and up	50–90	32–56	18–32	12–24	9–16	7–12

* Where the matrix shows a carton quantity of 1, we recommend that these products be shippable in master cartons that hold a maximum of 6 units, because Canadian Tire Retailers may order these products in larger



amounts during peak periods of the year. Using master cartons of 6 units is the most feasible way to gain efficiencies in this instance.

Product packaging must be consistent with the specifications that are outlined in the Product Quotation Form and the PO. For example, if the PO specifies carton of 6 for a product, each carton should contain 6 consumer units. Only full carton quantities can be received. Do not ship partial cartons.

The Supply Chain Solutions must authorize any change in packaging configurations before the product is shipped to Canadian Tire. If necessary, please contact the Supply Chain Solutions Team at Supplychainsolutions@cantire.com.

20 CONVEYABLE, NON-CONVEYABLE AND BULK PRODUCT

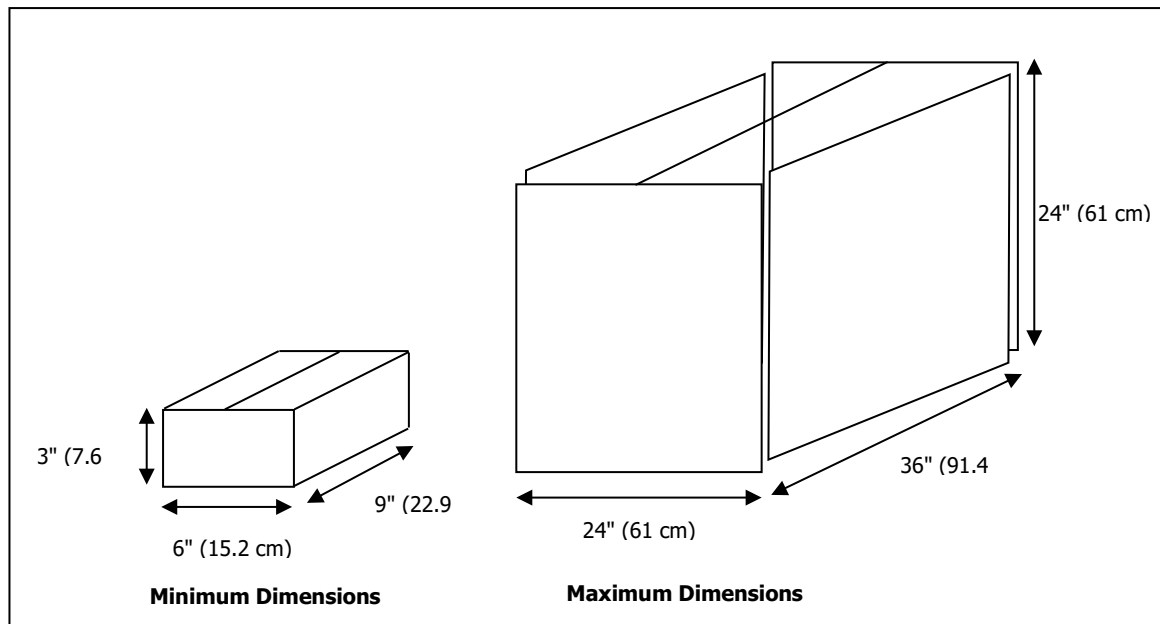
20.1 Conveyable Product

One of our main priorities at Canadian Tire is to ensure the full utilization of our conveyor system. We can handle products whose packaging is conveyable with greater efficiency and accuracy. This puts Canadian Tire and its Vendors in the best position to maximize sales and effectively manage inventory. This initiative has the full support of all levels of management across our organization. To the extent possible, Canadian Tire requires its Vendors to provide packaging that meets this objective.

Master cartons must have a design that is compatible with the Canadian Tire's conveyor system. Do not use plastic or metal strapping as it will catch on the rollers on our conveyor systems, and damage both the cartons and the conveyor equipment. A conveyable carton must meet the requirements listed below:

- Square or rectangle in shape
- Packaged product weight is ≤ 50 lbs. (22.7 kg) **AND**
- Maximum box dimensions of 36 inches (91.4 cm) (length or width) x 24 inches (61 cm) (length or width) x 24 inches (61 cm) (height)

Figure 12 Conveyable Dimensions





20.2 Non-Conveyable Product

Square or rectangle in shape

- packaged product with weight > 50 lbs. (22.7 kg) **OR**
- package dimensions >24 inches (61 cm) (length or width) x 36 inches (91.4 cm) (length or width) x 24 inches (61 cm) (height)
- **AJ Distribution Center** – Non-Conveyable Dimensions: >24 inches (61 cm) width X 36 inches (91.4 cm) length X 24 inches (61 cm) height.
- **Bolton Distribution Center** - Non-Conveyable Dimensions: >30 Inches Width X 36 inches (91.4 cm) Length X 30 inches (76.2 cm) Height

Strapping (Telescope Box Design/ShroudBase Design/Half Slotted Design /Hinged Box)

- Straps shall not be loose fitting nor be able to slide off using a hand force of 5 lbf (22.24 N).
- Straps shall be constructed from polyester, polypropylene, or nylon. Vendor shall be responsible to validate the material conformance.
- The straps shall be straight, clean, and free of kinks, edge curvatures, cracks and other defects which may affect serviceability.
- The width shall be a minimum of ½ inch (12.7 mm) wide.
- It is strongly recommended that straps be secured or fastened with a steel metal clip, particularly for heavy products like barbecues, trampolines, game tables, etc. The clip should contain a coating to protect it from corrosion.
- Glued straps are suitable if adequately bonded.
- Placement of corrugate strips underneath straps along box edges is recommended to prevent laceration to master carton.
- Square Carton: The packaged product shall have a minimum of 2 x 2 straps (total of 4 straps), spaced evenly along the width/length.
- Rectangular Carton: The number of straps is dependent on the weight of the packaged product. Each strap is based on a multiple weight of 50 lbs. (22.7 kg).

Example: For a 150 lbs. (68 kg) rectangular packaged product, there shall be a minimum of 3 straps spaced evenly along the entire width and a minimum of 1 strap in the perpendicular direction.

Example: For a 151 lbs. (68.6 kg) rectangular packaged product, there shall be a minimum of 4 straps spaced evenly along the entire width and a minimum of 1 strap in the perpendicular direction.

20.3 Bulk Product

Canadian Tire defines bulk product (see Figure 13) as product for which one or more of the following conditions exist:

- larger than a standard pallet (48" x 40" x 78" or 75 cube)
- heavier than 150 lbs.
- cannot be stacked on, or combined with, other products
- requires a forklift to move it
- requires special equipment or special handling

You must ensure that all parts are secured with appropriate padding or inserts (or both) to protect the product and to ensure that the outer packaging remains intact.

Whenever you introduce a product of this nature, please notify the Supply Chain Solutions Team at Supplychainsolutions@cantire.com. Canadian Tire requires additional notice to ensure that its Supply Chain is adequately prepared to handle the product.

**Figure 13 Examples of Bulk Product**

20.4 Multi-Piece Items

Some bulk or heavy products must be shipped in multiple pieces. Products should only be shipped in multiple pieces when required due to size or weight.

Product requirements:

- All parts of a multiple piece product should be shipped together whenever feasible, e.g., one full set per pallet.
- Each master carton must be clearly labelled with the number of cartons (e.g., “1 of 3”, “2 of 3”, etc.) in a font at least three inches high.
- Within the bid sheet it must indicate in the packaging description if the item is a set or has multiple pieces per consumer unit.

When introducing a multi-piece item, please send an email listing the individual piece dimensions to the Supply Chain Solutions Team at Supplychainsolutions@cantire.com. This will ensure that Canadian Tire’s Supply Chain is properly prepared to handle the product.

21 CONSUMER UNIT PACKAGING

21.1 Consumer Unit Definition

A consumer unit is a unit of measure that Canadian Tire sells of a product, at the cash register, to the consumer. All consumer unit packaging must display a scannable Universal Product Code (UPC) (see Section 21.3).

For Canadian Tire Retail Brand Product, the Vendor is responsible to colour match the print proofs supplied by Canadian Tire to the Vendor/Vendor Print Supplier. All shipments must be in proper packaging, as per approved print proofs.

Vendors are not permitted to alter Canadian Tire’s packaging artwork without prior written approval from the Packaging Design department.

21.2 Canadian Tire Product Number

When Canadian Tire lists a new product, we assign an 8-digit Canadian Tire product number (including check digit).

Including the Canadian Tire product number on your consumer unit packaging helps Canadian Tire Associate Store staff when they stock shelves and service customers. Packaging that is branded as one of Canadian Tire’s private



label brands must have the Canadian Tire product number included on the package. This will be provided in the artwork supplied by the Packaging Design department and will need to be included in any Vendor executed packaging. The number will appear above the UPC code. For all other products, we urge you to make all possible efforts to incorporate the Canadian Tire product number on your consumer packaging. You can choose to print, or stamp, the Canadian Tire product numbers, so long as they are easy to find and read.

You must clearly mark the Canadian Tire product number on the outside of the shipping carton. Palletized shipments must face the product numbers outward, so that they are visible to Canadian Tire DC personnel. If we receive product with missing or incorrect Canadian Tire product numbers, Canadian Tire DC personnel must code it manually and you will be charged for the rework cost.

You must show the Canadian Tire product number on all packaging levels other than the consumer unit. In cases where the product is shipped as a consumer unit, it must include the Canadian Tire product number on the product itself.

You must show Canadian Tire product numbers on the Customs Documentation Package, at the invoice line level, for each item you ship.

If you discover a product number discrepancy, you must notify the Category Management Team immediately.

21.3 Universal Product Codes

All products received at Canadian Tire DCs and Canadian Tire Associate Stores must have a scannable 12 or 13-digit UPC printed on the consumer package. Canadian Tire does not currently accept the 14-digit Global Trade Item Number (GTIN). If packaging does not exist for the product, you must attach a UPC label or tag to the product. Every product must have a separate and unique UPC, including:

- every individual colour, size or pattern of a given product
- promotional items (e.g., bonus packs). Individual UPC codes must be covered up with an unprinted semi-permanent adhesive label so only the bonus pack UPC will be scannable.
- bulk products

Specific industry guidelines exist to regulate the proper use of the UPC. These guidelines are available through:

- Canada: GS1 Canada, phone 1-800-567-7084 or www.gs1ca.org.
- U.S.: GS1 U.S., phone 937-435-3870 or www.gs1us.org.

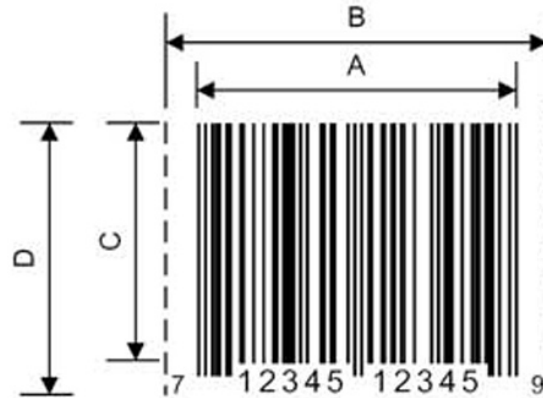
It is mandatory for all Vendors to familiarize themselves with these guidelines, in order to ensure the proper application of the UPC to all products. You will incur rework fees if you do not meet the requirements (see Section 21.4).

► Note

You must use tamper-proof UPCs, or permanent adhesive for UPC labels, so that it is not possible for anyone to substitute the UPC from a lower-priced product.

**Figure 14 Sample UPC**

The illustration below shows the measurements of a “nominal” or standard size U.P.C. (version A).

Regular U.P.C. (version A) (or UPC-A)

In millimeters				
Magnification	A	B	C	D
80%	25.08	29.83	18.29	20.73
90%	28.22	33.56	20.57	23.32
100%	31.35	37.29	22.86	25.91
120%	37.62	44.75	27.43	31.09
160%	50.16	59.66	36.58	41.45
200%	62.70	74.58	45.72	51.82

In inches				
Magnification	A	B	C	D
80%	0.988	1.175	0.720	0.816
90%	1.112	1.322	0.810	0.918
100%	1.235	1.469	0.900	1.020
120%	1.482	1.763	1.080	1.224
160%	1.976	2.350	1.440	1.632
200%	2.470	2.938	1.800	2.040

A nominal U.P.C. (version A) is said to be at 100% magnification. This is also expressed as 1.0.

Depending on the requirements of the packaging, you can reduce the U.P.C. (version A) to 80% of the nominal size (a magnification of 0.8) or enlarge it to 200% of the nominal size (a magnification of 2.0).

A larger U.P.C. (version A) is often used on large packages simply to make the symbol easier to locate and scan. In other cases, a larger U.P.C. (version A) is required to overcome printing problems associated with certain substrates such as corrugate and flexible plastic.

Note to Tire Vendors:

Tire UPC should be no less than 120% of the standard UPC size. High contrast black on white UPC label required.

► Note

Product arriving at a Canadian Tire DC with a missing, incorrect, or non-scannable UPC will be subject to rework charges and a compliance Fine as outlined in Section 26.15.

21.4 Universal Product Code Compliance

If we receive any Merchandise with a missing, incorrect, or non-scannable UPC at a Canadian Tire DC, the Canadian Tire DC personnel will apply a UPC label to it.

**Table 6 UPC Rework Charges**

Charge	Rate
Rework	The rework charge is CAD \$100 per hour with a minimum charge of \$200
Fine	\$1,000 (CAD or USD) per shipment

Before processing a Fine, Canadian Tire investigates the information available to ensure its validity. We notify you of any non-compliance Fines via e-mail and charge your account accordingly. The Fines are collected on a regular basis.

The following sections provide more details on Fines and disputes:

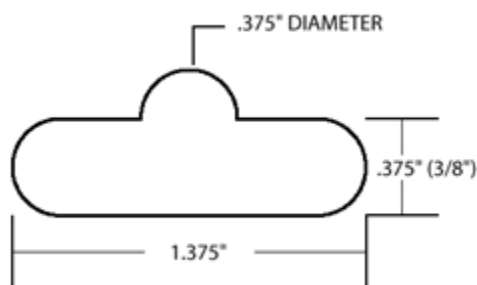
- North American Vendors should see Sections 26.11.4 and 26.11.6
- Offshore Vendors should see Sections 33.2 and 33.6
- Since all processed Fines are considered valid, the onus is on you to provide details to substantiate your claim in a Fine dispute. Please submit all Shipment Quality and UPC claims to SP.ShipmentQuality@cantire.com.

21.5 Peghole Specification (Butterfly Hole) for Packaging and Product Cards

The specifications for the size and position of the peghole (see Figure 15) are as follows:

- The hole must be 1 3/8" long by 3/8" wide with round ends.
- There is to be 3/8" diameter half-moon centered on the top edge of the hole.
- Material stock should be a minimum of 14pt. Higher point value (heavier stock) to be used in order to prevent tearing when supporting heavy product.

On standard packs, this hole should be centered on the vertical centre of the card and 3/8" down from the edge. On large and heavier packs, 2 hanging holes should be used. Make sure that the centre of each hanging hole is an even number of inches apart (centre to centre).

Figure 15 Peghole Specification

21.6 Bilingual Packaging Requirements

All consumer unit packaging, whether it is part of the Canadian Tire Retail Brand Program or your own brand, must be bilingual (English and French) and in compliance with Quebec's Charter of the French Language (the "Charter") (see Section 21.7).

French must be featured at least as prominently as any other language on Merchandise, their containers and wrappings, and documents or objects supplied with them, including directions and warranties.

You are responsible for any Fines incurred by Canadian Tire for non-compliance with the Charter.

Distributors and retailers are liable for a Fine of \$500 to \$1,400 for the first offence, and \$1,000 to \$7,000 for each subsequent offence.



21.7 Charter of the French Language

Key Messages

- French is both the official language of Quebec and the mother tongue of more than 80% of its population. The Charter, enacted in 1977, makes French the normal and everyday language of work, commerce, and business in Quebec.
- Canadian Tire proudly respects and proactively obeys both the letter and the spirit of all Canadian federal and provincial regulations.
- Quebec represents an important and significant portion of Canadian Tire retail sales
- To protect Canadian Tire and Canadian Tire Retailers, Canadian Tire holds its Vendors accountable for compliance with the provisions of the Charter.
- Canadian Tire has developed internal processes to ensure its Vendors comply with the Charter.

The Charter provides that French is the language of commerce for consumers in Quebec. As such, your Merchandise must comply with the following linguistic requirements:

- French must be featured at least as prominently as any other language on products, their containers and wrappings, and documents or objects supplied with them, including directions and warranties. The French version may be provided in a separate document provided that the material presentation of the French version is available under no less favourable conditions of accessibility and quality than the version in the other language.
- Except for computer games and software, toys and games which require the use of a non-French vocabulary for their operation are prohibited on the Quebec market, unless a French version of the toy or game is available on the Quebec market on no less favourable terms.
- All computer software, including game software and operating systems, whether installed or uninstalled, must be available in French unless no French version exists. Software can also be available in languages other than French, provided that the French version can be obtained on terms, except price where it reflects higher production or distribution costs, that are no less favourable and that it has technical characteristics that are at least equivalent.

An inscription on a product may be exclusively in a language other than French in the following cases:

- a recognized trademark or pending trademark, including the term "Patent Pending";
- a place name designating a place situated outside Quebec;
- a name of origin;
- the firm name of a firm established exclusively outside Quebec;
- an inscription on a cultural or educational product such as a book, magazine, publication, disk, film, or tape, or on a non-promotional greeting card, appointment book or calendar;
- the product is from outside Quebec and the inscription is engraved, baked, or inlaid in the product itself, riveted or welded to it or embossed on it, in a permanent manner. However, inscriptions concerning safety must be in French and appear- on the product or accompany it in a permanent manner;

An inscription embossed on a tire may be exclusively in a language other than French.

22 SOURCE TAGGING

22.1 Understanding Source Tagging

Source tagging is the process by which anti-theft labels are adhered to a product or its packaging during the manufacturing process, to protect it from theft. Source tagging supplements the tagging that is done in-store by many of Canadian Tire Retailers. Having the tags applied at source is more effective and efficient and when considered early in the process, opens up alternative tag placements (perhaps by shifting copy on the front of the package during the packaging design process) that are not possible to achieve later.

22.2 Benefits of Source Tagging

Source tagging can:



- reduce retail theft,
- improve in-stock position,
- contribute to establishing a more secure shopping environment for the customer by deterring potential thieves from coming to Stores,
- encourage Canadian Tire Retailers to stock higher-priced, traditionally high-pilferage products,
- free up time so Store staff are able to focus on customer service and thus promote products more effectively,
- maximize sales and profits for Vendors and Canadian Tire Retailers.

22.3 Radio Frequency Tags

Canadian Tire uses radio frequency (“RF”) tags that interact with security gates installed at the exit doors of Stores (if they are not deactivated by the cashier first). These tags are cost-effective and can easily be integrated into manufacturer’s processes. The tags are internationally distributed and technical support is available from the tag vendors.

The following are some of the benefits of RF tags:

- because of their low profile and flexibility, they are easy to apply;
- they are compatible with most product configurations and materials;
- they can be integrated into existing packaging without requiring changes to accommodate it (such as pockets in blister packs), thereby keeping tagging costs low;
- they do not interfere with the stacking or pegging of product;
- they are easy to scan and deactivate in the cash lanes, often at the same time as the UPC is scanned.

22.3.1 Tag Application

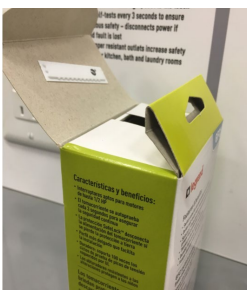
RF tags are flat (similar to stamps) as shown in the examples below:



RF Tag



Some retailers use an alternative, bulkier tag system called “acousto-magnetic” as shown in the picture below. These tags will not be detected in Stores and therefore are not effective for deterring or detecting theft.





22.3.2 Tag Deactivation

Deactivation is usually a 1-step motion at the checkouts. When the UPC is scanned, tags applied in close proximity to it will be deactivated at the same time, thus eliminating unnecessary customer delays at checkouts.



22.4 Source Tagging Process

22.4.1 Product Selection

CTC will determine at its sole discretion which products should be subject to source tagging. If your products have been identified for source tagging, you will be notified of this during the Request for Quotation process. If you are unsure, please contact your Category Business Manager (“CBM”).

22.4.2 Source Tagging Vendor Consultations

Vendors are accountable for working with the tag vendors indicated in Section 22.5 below to achieve tagging on the products that have been identified by CTC. In most cases the tag vendor will need to see samples of the products or packaging in order to make a recommendation as to tag location and type. The tag vendors can also provide direction on how to integrate tagging into your manufacturing or packaging processes.

22.4.3 Vendor Source Tagging Commencement Confirmation

Once the tagging details have been finalized, the Vendor must advise the CBM of the specific SKUs that will be tagged. This confirmation should be forwarded to the CBM as part of the Request for Quotation.

22.4.4 Quality Assurance

Shipments of tagged products will be checked by the Corporation’s Source Tagging Team to ensure the tag activation and tag placement is suitable. Should any issues be identified, the Vendor will be contacted for immediate resolution.

22.4.5 Shipment Delays

Do not delay any shipments due to source tagging. While it is Canadian Tire’s intent to have products source tagged whenever possible, shipping product on time to Canadian Tire Associate Stores is the ultimate goal. If the Vendor is source tagging and, for any reason, must send a shipment without merchandise being tagged, the Vendor must notify the Source Tagging Team immediately.



22.5 Suggested Tag Vendors

I. Checkpoint Systems Inc.

Location	Customer Service/ Tag Orders	Phone #	e-mail Address
Canada Checkpoint Systems, Inc. 111 Ferrier Street, Markham, ON Canada L3R 3K6	Brian Dilts –National Account Manager Project Coordinator, Product Evaluation & Sales	Mobile: 416-605-5110	Brian.Dilts@checkpt.com
United States Checkpoint Systems, Inc. 101 Wolf Drive Thorofare, NJ USA 08086	Beverly Bailey- CS Account Specialist Keith McUmber –Director of Source Tagging Source Tagging Information Centre, Product Evaluation	Office: 856-384-2338 Mobile: 407-341-3905	BBailey@checkpt.com sourcetagctr@checkpt.com Keith.McUmber@checkpt.com
Asia and China Checkpoint Systems, Ltd. 4/F, Block A, Shatin Industrial Centre, 5-7 Yuen Shun Circuit, SiuLekYuen, Shatin, New Territories, Hong Kong	Nina Zou- Sales Executive Ian Leung –Account Manager; Product Evaluation & Sales	Office: +86(21)2231 2515 Office: +(852)2995-8337 Mobile: +(852)5668-7546	Nina.Zou@checkpt.com Ian.Leung@checkpt.com

II. Synq Access + Security Technology

Location	Customer Service/ Tag Orders	Phone #	e-mail Address
Canada and International 205-620 Finlayson St. Victoria, BC, Canada V8T 5C8	Jamie Goyman	Office: 778-433-7967	jamie@synqtech.com

23 INTRODUCTION TO SUPPLY CHAIN STANDARD OPERATING PROCEDURES FOR NORTH AMERICAN VENDORS

Canadian Tire has created the Supply Chain Standard Operating Procedures (SOP) document to help you to provide Canadian Tire with timely and accurate shipments.

If you ship to Canadian Tire from a location within North America—that is, from Canada, the United States, or Mexico—this document is intended for you. Please distribute this document to the appropriate parties within your organization. We recommend that the following groups in your organization review and have access to this information:



- Shipping/Logistics
- Sales/Marketing
- Accounts Receivable
- Warehouse and Factory Operations
- Customer Service
- Risk and Control Department
- Compliance Department

If you have any questions about the content of the North American SOP, please contact the Supplier Education Team at Suppliereducation@cantire.com.

If you have questions about the transportation or Customs process for goods shipped from the United States or Mexico, please contact the International Transportation Department at 905-792-4939 or utraf@cantire.com or e-mail Canadian Tire's Customs Department at csacompliance@cantire.com.

24 ELECTRONIC COMMERCE

The requirements relating to Online Assortment noted in this section are not exhaustive. For detailed information on all Online Assortment Supply Chain requirements & a copy of the most recent Program Reference Guide please reach out to onlineassortment@cantire.com.

24.1 Electronic Commerce Requirements

You must exchange the following electronic commerce transmissions with Canadian Tire:

- 830: Supplier Forecast of future planned purchases
- 850: PO
- 860: PO Change
- Request for Pick-up or Appointment document (RPA) — (a Canadian Tire proprietary WebForms document)
- Request for Pick-up or Appointment Response — (also a Canadian Tire proprietary WebForms document)
- 856: Advance Ship Notice (ASN)
- 810: Merchandise Invoice

You must also be able to communicate with Canadian Tire via e-mail.

24.2 New Vendors — Electronic Commerce Setup

Vendors must be electronically enabled in order to receive POs from Canadian Tire. Every new Vendor is set up on an internet-based service called WebForms, which is provided by SPS Commerce.

SPS Commerce is a third party provider to Canadian Tire of web-based electronic document exchange. SPS Commerce ensures that all documents meet Canadian Tire standards and enables the smooth and timely flow of product from a Vendor to Canadian Tire. Canadian Tire provides SPS Commerce with your contact information, so that SPS Commerce can contact you with the details of the Canadian Tire Electronic Commerce Program.

Thereafter, you have the choice of switching to EDI directly or via third party services or continuing with WebForms, however, you must use WebForms to exchange the RPA and RPA Response documents with Canadian Tire. There is no EDI equivalent for the RPA and therefore SPS Commerce is mandatory for all Vendors.

SPS Commerce provides EDI testing and certification for suppliers. In addition, Canadian Tire performs data content testing on inbound EDI documents such as the Advance Ship Notice and Merchandise Invoice.

If you receive orders in North America with FOB points Offshore, you must consult the Canadian Tire Electronic Commerce Department for current requirements.



24.3 Tax Codes

The following information describes the sales tax validations in place for all incoming EDI 810 Invoices sent to Canadian Tire Corporation, Limited (CTC) as part of our EDI data exchange. It is important that your resident EDI expert or your 3rd party EDI provider are made aware of these validations as failure to meet will result in invoice rejection.

CTC has implemented more stringent EDI Invoice validations, specifically with the Sales Tax data submitted on the EDI 810 (Invoice) by Vendors effective 06/01/17.

The following are the definitions of the data being used for these new validations:

- **Tax Code** – recorded in the EDI 810 you send to CTC in the TXI01 element. This value must be **GS** (GST) only, **ZZ** (HST) only or **GS** (GST) and **SP** (QST). Generally, invoices with SP (QST) must also have the GS (GST) tax line as well for supplies made in Quebec only if you are registered to collect QST.
- **Tax Amount** - recorded in the EDI 810 you send to CTC in the TXI02 element. This amount will be used to calculate the actual Tax Rate used on your invoice
- **Net Amount** - this amount is calculated from the individual product lines sent in by the Vendor. We take the quantity multiplied by the unit price from the IT1 segment. This amount will be used to calculate the actual Tax Rate used on your invoice (NOTE - this amount is the pre-tax subtotal)
- **Calculated Tax Rate** = **Tax Amount** (TXI02) divided by the **Net Amount** equals the Calculated Tax Rate. This rate will be used in the new validations in conjunction with the **Tax Code** received.

If the Calculated Tax Rate is positively validated, invoices will not be rejected by the system. If the Calculated Tax Rate is not validated, a message will be sent to you.

The following is an example of an error message:

INVALID TAX. QST% MUST BE BETWEEN .0994 AND .1001 BUT FOUND 0.0673

IMPORTANT: YOU MUST SELECT THE CORRECT TAX CODE THAT ACCURATELY REPRESENTS THE SALES TAX TYPE FOR YOUR SALES TAX REPORTING PURPOSES.

Invoices that are rejected due to incorrect tax information will need to be corrected by the Vendor and retransmitted via EDI to CTC.

CTC requires Vendors to input their GST/HST registration number as well as their QST registration number (where applicable) on their EDI 810 transmissions when sales tax is being charged. Note that if you fail to input the required information, you will receive a “warning message” however your transmission will proceed provided your EDI 810 is not rejected due to the new validations noted in Part A above.

24.4 Supplier Planning Schedule

Canadian Tire provides you with a Supplier/Product Forecast of planned orders. This schedule is updated and transmitted every Friday. You must review it every week. If you are unable to meet anticipated demand, you must immediately notify your Replenishment Analyst (RA).

In the event that a PO is significantly larger than the most recent planned order, and you cannot fill it, it is your responsibility to contact your RA to discuss potential issues, and to work with Canadian Tire on a mutually agreeable date for the balance. Any POC requested by the Vendor in the Dynamic Window will not result in a Vendor Fine. A POC requested by the Vendor after the Dynamic Window closes, may result in a Vendor Fine if the Vendor Fill Rate falls below the Weekly Vendor Fill Rate Threshold (see Section 26.11.3).

24.5 Purchase Order Management

Electronic POs are official Canadian Tire orders - no hard copies are provided. The items detailed on the PO must be available for pick up by the due date indicated on the PO.

When you receive a Canadian Tire PO, you are responsible for verifying all the particulars of the order, such as pick-up location, quantities, product descriptions, costing, discounts, due date, and payment terms.



Any PO Change (POC) request must be communicated to your Canadian Tire Replenishment Analyst within the Dynamic Window, otherwise the PO will be considered accepted and measured per the Vendor Service Level calculations (see glossary). A PO change request must be accompanied with its detailed reasons. Replenishment Analysts (RA) will code POCs based on who initiated the change. Canadian Tire will only accept a change to the PO due date or quantity for the following reasons.

- Canadian Tire lead time violations
- severe forecast fluctuations
- severe natural phenomena (earthquakes, floods, etc.)

Canadian Tire will consider valid capacity, raw material, and production constraints; however, you must communicate them when they become evident through the Supplier/Product Forecast, not after the PO has been created.

Any POC requested by the Vendor in the Dynamic Window will not result in a Vendor Fine. A POC requested after the Dynamic Window closes, will have an impact on the Vendor Fill Rate and may result in a Vendor Fine if the Vendor Fill Rate falls below the Weekly Vendor Fill Rate Threshold.

24.6 Request for Pick-up or Appointment

The RPA (Request for Pick up or Appointment) is the electronic document you use to request authorization to ship to Canadian Tire. You submit your RPAs using WebForms. For more details about RPA procedures, see Section 25.9.1. This does not apply to Direct Ship- Canadian Vendors.

You must submit your RPA via WebForms no later than 7 calendar days prior to the PO due date and by 4:30 p.m. Central Time on the RPA due date. You may submit your RPA up to 30 days prior to the PO due date.

			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

► Note

- You are responsible for considering holidays and weekends. If an RPA is due on a holiday or weekend, you must ensure that it is submitted prior to that date.
- During the Freezable Season, freezable and non-freezable products must be loaded on separate trailers and therefore require separate RPAs. Please indicate if an RPA is for freezable product in the 'Commodity & Special Instructions' Field.

When submitting a multiple trailer PO, please submit 1 RPA per trailer and ensure your RPAs are complete, accurate and on time (quantity, weight, cube, skids, linear feet, load type, Vendor special instructions, etc.).

You must submit the RPA in order to obtain a shipment number. The shipment number will be included in the RPA Response which will be posted to your WebForms account. You cannot ship to Canadian Tire without a valid shipment number.

24.7 Advance Ship Notice (ASN)

The ASN is the electronic document you use to describe the contents of an actual shipment. You must submit ASNs on time and accurately on-line using WebForms or via EDI and you must send an ASN with each shipment. For more details about ASN procedures and requirements, see Table 7.



You must ensure that the ASN contains the most accurate data possible, and that it is submitted as soon as trailer is loaded and departed from your facility. If you are located within a 4-hour drive from the destination Canadian Tire DC, you must submit your ASN early to ensure that it is received before the shipment arrives at the Canadian Tire DC. We recommend that you send the ASN the day before pick-up, to ensure that it is received and processed in time. Please confirm with the Electronic Commerce Team (ecommerce@cantire.com) if this is necessary.

You cannot combine POs created by different Canadian Tire systems on a single ASN. To determine whether the PO was generated by the Automated Order Management (AOM) or Legacy system, look at the PO number. On a Legacy PO, your Vendor Number will be the first 4 characters of the PO number, whereas an AOM PO number no longer contains the Vendor Number. The AOM PO number is an 8-digit number that our systems generate in chronological sequence.

► **Note**

ASNs are also required for the following EAP Automotive Depots:

- Vaughan Depot 51
- Montreal Depot 55
- Calgary Depot 83

Table 7 ASN Timeliness and Accuracy

ASN measurement	Expectation from Vendors	Possible errors	Consequence
Timeliness	<ul style="list-style-type: none">• <i>ASN must be on time</i> <p><i>**ASN is considered on-time if it is transmitted before or on the same day as the ASN Ship Date stated on the ASN**</i></p> <ul style="list-style-type: none">• the ASN must be submitted before or immediately after the shipment leaves the Vendor's dock• If the Vendor is within 4 hours of the destined Canadian Tire DC, they MUST send the ASN one day prior to the pick-up date.• The “ASN Ship Date” must represent the date the product was physically picked up	<ul style="list-style-type: none">• ASN is not submitted• ASN sent late• ASN is received after the shipment arrives at Canadian Tire• ASN transmission fails due to Vendor error	<ul style="list-style-type: none">• Fine per PO/shipment:<ul style="list-style-type: none">• \$200 CAD (for Canadian Vendors)and<ul style="list-style-type: none">• \$150 USD (for US Vendors) <p>**There will be a maximum of one Fine per ASN/PO combination</p>
Accuracy	<ul style="list-style-type: none">• <i>ASN must be accurate</i>• ASN quantity matches the corresponding physical quantity received at the Canadian Tire Distribution Centre	<ul style="list-style-type: none">• ASN quantity does not match quantity received at the Canadian Tire Distribution Centre	
*Vendors must also ensure that the ASN is transmitted error free (errors could include, but are not limited to: structural, business, translator error or duplicate ASNs)			
*If an ASN is missing, late or inaccurate, a Fine will be issued per PO/ASN			



* ASN transmission date/timing is based on Eastern Standard Time (Toronto)

24.8 Advance Ship Notice Requirements

You submit ASNs on-line using WebForms or via EDI. It is your responsibility to ensure that the ASN is accurate and submitted as soon as the trailer is loaded and departed from your facility. Should you have ASN related issues please contact Electronic Commerce at Ecommerce@cantire.com.

Submit 1 ASN for each of the following:

- Truck/Ship to location
- Canadian Tire Vendor number
- Shipping channel (i.e., Cross Dock and Storage)
- Canadian Tire system (AOM and Legacy). Vendors cannot combine POs created by different Canadian Tire systems on 1 ASN. A Legacy PO is one that shows your Vendor number as the first 4 -characters of the PO.

Ensure that the ASN contains the most accurate data possible.

If you are located more than a 4-hour drive from the destination Canadian Tire DC or Canadian Tire Associate Store, wait until the trailer is loaded and its door is closed before you submit the ASN.

If you are located within a 4-hour drive from the destination you must submit your ASN early to ensure that it is received before the shipment arrives at the Canadian Tire DC or Canadian Tire Associate Store. We recommend that you send the ASN the day before pick-up, to ensure that it is received and processed in time.

Ensure timely transmission of the ASN.

Because the ASN is an electronic form, you must be aware of when and how many times per day you transmit electronic documents to Canadian Tire. More frequent EDI transmissions could help to ensure that Canadian Tire receives the ASN on time.

ASNs are now also required for the following Automotive facilities:

- Vaughan Depot (51)
- Montreal Depot (55)
- Calgary Depot (83)

Canadian Tire measures your ASN service levels and expects all Vendors to maintain a service level of 100%. For more information on the ASN service level calculation, see Section 26.11.2.

25 SHIPPING REQUIREMENTS

25.1 Shipment Quality

Canadian Tire has inbound shipping requirements in place to ensure the efficient flow of product into our facilities. Failure to meet those requirements results in delays and increased costs. Our Shipment Quality compliance program ensures that these requirements are being met. Please note: failure to comply with any of the Shipment Quality requirements outlined in (Table 8) Shipment Quality Requirements can lead to Inbound Shipment Quality Vendor rework charges and/or Vendor Fines. For minimum rework charges and hourly rework rates, please see the section below.

Shipment quality requirements are listed below. Canadian Tire monitors shipment quality constantly; deviations from the requirements will have a negative impact on your shipment quality measurement and may result in financial penalties. If your shipping errors require Canadian Tire to perform rework in order to facilitate product movement through the Supply Chain, you will be charged for this rework at a rate of CAD \$100 per hour, with a minimum charge of CAD \$200 plus applicable taxes.



25.1.1 Data Vault SKU Attribute and Packaging Maintenance

Entering accurate SKU attribute and packaging information in Data Vault is critical for the efficient flow of merchandise to Canadian Tire Associate Stores. Incorrect SKU attributes such as Cold Sensitive and Storage Codes and incorrect packaging information such as Packaging Levels, Dimensions, Nested and Safely Ship in Singles indicators cause costly delays in the flow of products from Vendors to Canadian Tire Associate Stores. The Vendor is responsible to validate the accuracy and completeness of all product attributes in Data Vault. Any additional costs incurred by Canadian Tire due to incomplete or inaccurate product attributes information entered in Data Vault will be charged back to the Vendor. In addition to the re-work charge, any discrepancies between case pack quantities in Data Vault and what is actually received by the Canadian Tire DCs will be subject to ad-hoc Fines. If you have questions regarding how to complete your work within Data Vault, please contact the Vendor Gateway support team at VendorSystemSupport@cantire.com. If you have any questions regarding SKU attributes such as Cold Sensitive and Storage Codes, please contact the Supply Chain Solutions Team at Supplychainsolutions@cantire.com.

Please ensure that all shipping paperwork that has freezable product on it is clearly marked FREEZABLE in red. In addition, group freezable and non-freezable products on separate RPAs and please indicate if an RPA is freezable in the 'Commodity & Special Instructions' Fields. Please also note that within the product details round of the bid sheet it must correctly identify if a product is freezable or not and must align with your shipping paperwork.

25.2 Automotive Tires

Canadian Tire Distribution Centres utilize automated tire handling equipment and require that:

- Tire trailers are loaded by SKU and cannot be mixed throughout the load.
- The marketing label on the tire is uniformly adhered to the tire without wrinkling
- The UPC be clearly visible and meet all CTC UPC requirements as outlined in sections 21.3 and 21.4 of the Guide

► Note

Tire UPCs should be no less than 120% of the standard UPC size. High contrast black on white UPC label is required.

Table 8 Shipment Quality Requirements

Requirement	Summary	Section in the Guide
Canadian Tire product number	Canadian Tire product number must be correct and appear clearly on the highest packaging level, even if the product is shipped as a consumer unit.	21.2
UPC	UPC must be the correct one for the specified product and must be scannable. Tire UPC should be no less than 120% of the standard UPC size.	21.3, 21.4
Packaging	Cartons must be strong enough to withstand multiple handling.	14, 15.1.1, 15.1.2, 15.1.3
Pallet type	40" x 48" CHEP or PECO pallets (for palletized products). Canadian Tire prefers block type pallets	25.5
Pallet quality	CHEP or PECO pallets must be in good condition, undamaged and uncontaminated	25.4.1
Half and Quarter Pallets	Half and quarter pallets must be placed on top of a CHEP or PECO pallet.	25.5.2
Pallets with mixed product	For single PO shipment, palletize by SKU where possible. For multiple PO shipment, palletize by PO.	25.4.2



Pallet width / product overhang	Product, including slip-sheets, must fit within confines of the pallet.	25.5.3
Pallet height and weight	Pallets must comply with specified Canadian Tire DC or EAP facilities height and weight requirements.	25.5.4
Floor-loaded product	Floor-load only if approved by supplychainsolutions@cantire.com	25.5.5
Stretch wrap	Stretch-wrap as per specifications re: material, tension, and coverage.	25.5.6
Load building	Loads must be built safely and 48" side of pallet must face trailer nose.	25.5.7
Documentation	Paperwork must be accurate, complete, and legible (e.g., packing slip, BOL, etc.).	26

25.3 Perishable Products

Perishable products, including but not limited to food sample packs (e.g., spice shakers containing sample spices, coffee makers containing coffee packs, chocolate egg makers, etc.), food and drink products, and pet food products, MUST meet the following requirements:

- a) Shipments of perishable products must have items with single expiry / best before date on each pallet. Do not mix expiry dates within the same pallet or shipment; and
- b) Outer cartons must have a clear and legible display of expiry/ best before dates of inner goods

Non-compliance to the above might lead to ad-hoc fines.

25.4 Direct Ship Channel

25.4.1 Direct Ship Third Party Facility Supplier Instructions

It is imperative that that you observe the following:

1. US Vendors are required to follow the standard RPA process
2. Canadian Vendors do not RPA or ASN but will receive a Vendor Validation Form to be filled out and returned to Direct Ship. The form will be sent within approximately 5 days upon receipt of the EDI Purchase Order notification
3. Trucks are to be loaded as per the Purchase Order
4. Ensure that the product is labelled with the Canadian Tire part number/SKU. The CTC product number must appear on all levels of the packaging except the consumer unit. "DIRECT SHIP" must be written on all shipping paperwork. Do not back order, short ship, or prorate without authorization from the Direct Ship team. Do not mix with DC shipments. **Do not double stack.** DS shipments do not need to follow DC guidelines regarding height and weight of skids as long as the products are loaded safe, secure & the doors can open and close without issue.
5. Each load must be completed by the due date on the Purchase Orders. If there is an issue with insufficient stock or the shipping schedule, contact the Replenishment Analyst and Direct Ship.
6. Direct Ship will provide carrier information for pickups along with the CTC 12 character Bill of Lading number. Carriers will contact the Vendor to schedule appointments and will use the CTC 12 character Bill of Lading number as the reference. Confirmation of the total number of trailers needed is required.
7. **Pay close attention to the 'Special Instructions' on your DS purchase order for the correct ship to address.** The DS PO is 8 characters and the first 4 contain the Vendor number.
8. Direct Ship invoices are to be hard copies, not EDI; when billing the accounts payable for Direct Ship loads, please note the following:
 - Issue one invoice per purchase order
 - Insert on your invoice the following:
 - i. CTC purchase order number



- ii. CTC product number
- iii. Direct Ship Inbound Job number

Send invoice to:

Canadian Tire Corporation Limited
Attention: Vendor Payments
P.O. Box 5008
Burlington, ON
L7R 0C1

Invoices received at CTC that do not meet the above criteria may be returned to Vendors before payment can be processed.

9. Use of CHEP pallets is required; the global ID number is 6110000198 for CTC Direct Ship shipments.

For any questions related to Pick & Pack, email Regional Operations at DS.RO@cantire.com.

For any questions related to transportation, contact Direct Ship at 1-800-387-9045 option 1 or email CTR-DS-IB@cantire.com.

25.4.2 Vendor Direct Instructions (Origin Vendor & Destination Store)

CTC Managed Transportation - Vendors receive Purchase Orders and Shipping Instructions from CTC's transportation management system:

1. Ship as defined in the load sheets (i.e., sequence, equipment, and ship dates) unless otherwise instructed by the Direct Ship team
2. The packing slip and bill of lading must contain the PO and 12 character CTC Bill of Lading number referenced in the shipping instructions
3. In the event of shortages, transfers, or delays in receiving load sheets, vendors are not to hold shipments or delay scheduling pickup appointments.
4. All DS carriers are required to book or secure pick up appointments within 24 hours of load tenders, with the exception of Courier shipments
5. If a carrier is habitually late or misses a scheduled pick up appointment, contact the Direct Ship team with details
6. Upon each receipt of the Store Address List, update Shipping Address systems to avoid delivery delays and additional charges
 - i. Updates must be done in a timely fashion
7. The "BILL TO" on the bill of lading must be THIRD PARTY with the following address:

CTC FSS, Freight Payables
P.O. Box 5008
Burlington, ON
L7R 0C1
Telephone #: 905-465-6000

8. Do not double stack pallets for the following reasons:
 - i. Mitigates risk of injury to staff at CTC Stores.
 - ii. Minimizes damages to product.
 - iii. DS cannot guarantee equipment availability with sufficient clearance with all carriers.
9. Changes to ship dates require Direct Ship Authorization. Any requests (by shipper and/or carrier) to change the tendered pickup date or appointment should be re-directed to Direct Ship.



10. Carriers/drivers that are non-compliant with requirements outlined in a Microsoft Word document provided by the Direct Ship team should be reported to the Direct Ship team.

11. Carriers/drivers that are non-compliant with safety regulations should be reported to the CTC Safety and Compliance team.

12. Vendor will be responsible for any extra charges incurred as a result of Vendor's or its contractors' failure to comply with the instructions above, and ad-hoc Fines may be issued to cover such extra charges.

Vendor Arranged/Vendor Managed Transportation - Vendors receive Purchase Orders only:

1. Ship according to the dates on the PO
2. Transportation will be coordinated by the vendor using the Canadian Tire's authorized carrier(s) outlined in the Transportation Instructions provided by Direct Ship.
3. The courier shipping label and bill of lading must contain the PO and 4 character Direct Ship Vendor number
4. The DS Courier/LTL accounts provided are assigned to your Vendor ID and are for Direct Ship orders only.
5. The Store Address List is to be used to update the Carrier Shipping Address systems to avoid delivery delays and additional charges
6. The 'BILL TO' on the bill of lading must be THIRD PARTY with the following address:

CTC FSS Freight Payables

P.O. Box 5008

Burlington, ON

L7R 0C1

Telephone #: 905-465-6000

7. Include pallet dimensions on the bill of lading.
8. Do not double stack pallets for the following reasons:
 - i. Mitigates risk of injury to staff at CTC Stores.
 - ii. Minimizes damages to product.
 - iii. DS cannot guarantee equipment availability with sufficient clearance with all carriers.
9. Requests for POD's must be answered within 24 hours.

10. Vendor will be responsible for any extra charges incurred as a result of Vendor's or its contractors' failure to comply with the instructions above, and ad-hoc Fines may be issued to cover such extra charges.

25.5 Pallet Requirements

All palletized merchandise shipped into Canadian Tire DC's must be on an approved 40" x 48" pallet (CHEP or PECO) To ensure efficient handling and storage, the highest level of packaging must fit within the confines of the pallet (no overhang) and within the allowable height for each Canadian Tire DC (see Table 9). Unapproved pallets will be reworked prior to being stored resulting in additional receiving time. This additional time will be charged back to the Vendor (please see Section 26.16).

If you have any questions about these requirements or about pallet utilization, please contact the Supply Chain Solutions Team at Supplychainsolutions@cantire.com.

25.5.1 Pallet Usage Requirements

All Vendors shipping to Canadian Tire must have and account with one of the approved pallet providers CHEP or PECO.



Please contact Canadian Tire's Pallet Coordinator for further enquires (See Appendix E for contact information) or the providers directly at sales@pecopallet.com or Shahida.Rzeszutek@chep.com.

25.5.2 Long, Half and Quarter Pallets

Please contact Supplychainsolutions@cantire.com for approval to use long, half and quarter pallets.

25.5.3 Pallet Width and Product Overhang

All palletized merchandise shipped into Canadian Tire DCs must be on an approved 40" x 48" pallet that has no damage to the pallet (PECO or CHEP). Please see pictures below for examples of non compliant and compliant pallets.

► **Note**

Overhanging slip-sheets causes the same handling issues as overhanging product and are subject to the same requirements.

Example 1: Non-Compliant Pallet





Example 2: Non-Compliant Pallet



Example 3: Compliant Pallet





25.5.4 Pallet Height and Weight

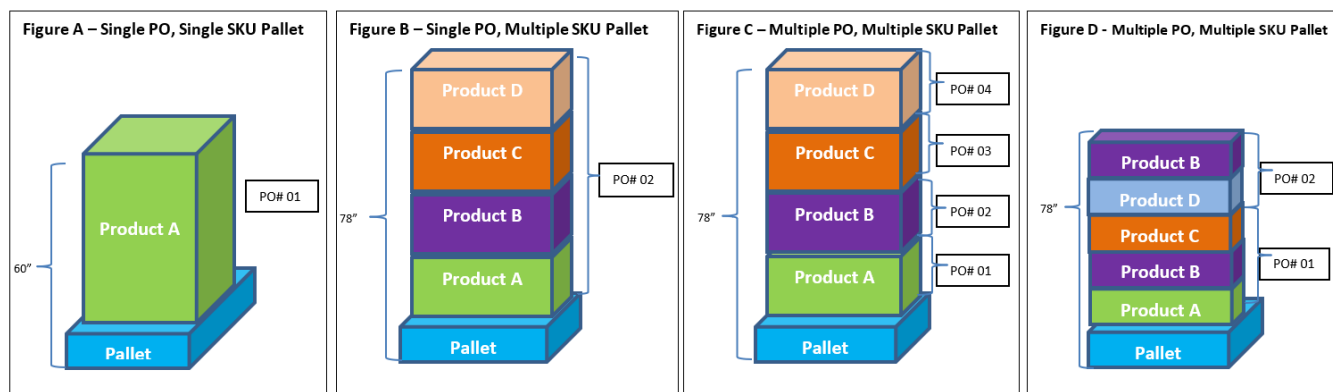
Pallet height and weight must not exceed the maximum requirements by Canadian Tire DC. Pallet height is measured from the floor to the top layer of product, including the pallet. Due to the physical constraints of each Canadian Tire DC, the maximum height and weight requirements vary by facility and are listed below in Table 9 Requirements for Palletized Product.

Pallets must be built in a tiered format to ensure that the stability and safety of the product is not jeopardized during transit and receipt. Please see the following pallet building guidelines based on shipment specifications:

- Single PO, Single SKU by DC - If the shipment consists of a single PO with one SKU, build the pallet(s) by DC, using the maximum single SKU pallet height requirement for the destination DC in Table 9 (see Figure A)
- Single PO, Multiple SKU by DC - If a shipment consists of a single PO, build the pallet(s) by DC such that each pallet has 1 SKU. If quantities do not constitute a full pallet per SKU, it may be appropriate to build multi SKU pallets by DC, with 1 SKU per tier, up to the maximum multi SKU pallet height for the destination DC in Table 9. The heaviest and largest sized tier must be on the bottom (see Figure B)
- Multiple PO, Multiple SKU by DC - If a shipment consists of multiple POs, build the pallet(s) by DC such that each pallet has 1 SKU. If quantities do not constitute a full pallet per SKU, then build multi SKU pallets by DC, with 1 SKU per tier, up to the maximum multi SKU pallet height for the destination DC in Table 9. The heaviest and largest sized tier must be on the bottom (see Figure C and Figure D)

Table 9 Requirements for Palletized Product

Canadian Tire DC	Canadian Tire DC Number	Maximum Pallet Height (For Single SKU)	Maximum Pallet Height (For Multiple SKUs)	Maximum Pallet Weight (including pallet weight)
AJ Billes DC * 8550 Goreway Drive	05	78"	78"	2100 lbs
Bolton DC * 8400 Healey Road	04	60"	78"	2700 lbs
Calgary DC * 6336 - 114th Avenue SE	07	60"	78"	2250 lbs
Montreal DC * 50 Dupont Blvd	08	60"	78"	2800 lbs
Calgary Depot * 6336 - 114th Avenue SE	83	54"	54"	2400 lbs
Montreal Depot * 50 Dupont Blvd	55	54"	54"	2400 lbs
Vaughan Depot * 336 Courtland Avenue	51	54"	54"	2400 lbs



25.5.5 Floor-Loaded Product

Cartons that fit within the dimensions of a standard 40" x 48" pallet must be shipped on an approved pallet. If 1 dimension of the shipping carton exceeds a dimension of a standard pallet, please contact supplychainsolutions@cantire.com for guidance on alternative arrangements.

Certain aspects of a SKUs handling characteristics may necessitate floor loading such as irregular shape or special characteristics (e.g., tires, pipes)

Please contact supplychainsolutions@cantire.com for guidance on alternative arrangements.

► Note

Floor-loading any product that can be palletized has a negative impact on your shipment quality measurement (see Section 25.1).

Some products destined for Bolton DC may be exempt from using CHEP pallets:

- Heavy product that is also clampable. If the carton weight exceeds 50 lbs. and is not clampable, it is still required to ship on a CHEP pallet.
- Product with an irregular shape or other special characteristics (e.g., pipes, tires).

If your product meets any of the above criteria, you **must** submit an exemption request to the Supply Chain Solutions Team at supplychainsolutions@cantire.com. After reviewing your request, the Supply Chain Solutions will advise you as to whether or not your request has been approved, and how to proceed. Failure to request an exemption could result in a non-compliance debit.

25.5.6 Stretch Wrap Requirements

Stretch wrap helps prevent merchandise from being damaged during transport and reduces re-work at Canadian Tire DCs. All palletized products **must** be stretch-wrapped, according to the following specifications:

Material

The stretch wrap must be of top quality and retention. It must be transparent, unless approved by the Supply Chain Solutions Team

Stretch Wrap Coverage

The same requirements apply whether product is stretch-wrapped manually or with an automated packaging system. The product must be wrapped securely enough to avoid any shifting during transit. If the shipment is being double stacked in the trailer, each pallet must be wrapped individually (not wrapped together). Ensure that all labels are securely placed on the cartons, not on the stretch wrap.

Table 10 **Stretch Wrap Coverage Requirements**

Area on Pallet	Stretch Wrap Coverage Specifications
----------------	--------------------------------------



Pallet	Wrapped 2"– 3" over the pallet, covering all 4 corners
Bottom	2 full rotations
Top	3 full rotations
Overlap	50%

Tension and Force to Load

For automated packaging (stretch wrap) systems, adjusting your tension or force to load on your shipments can dramatically impact the holding force of the load. Knowing your force to load will ensure the load is secure enough to hold together, but not so strong that it crushes the product. Too little force will cause the product to shift and potentially get damaged, as well as increase the amount of film used.

To maintain the integrity of your loads in the most cost-effective manner, you must meet the wrap specifications outlined above, and also use the following force to load:

- Gauge: minimum of 65
- Tension: 265%
- Width: 30"

25.5.7 Load Building Requirements**Safety**

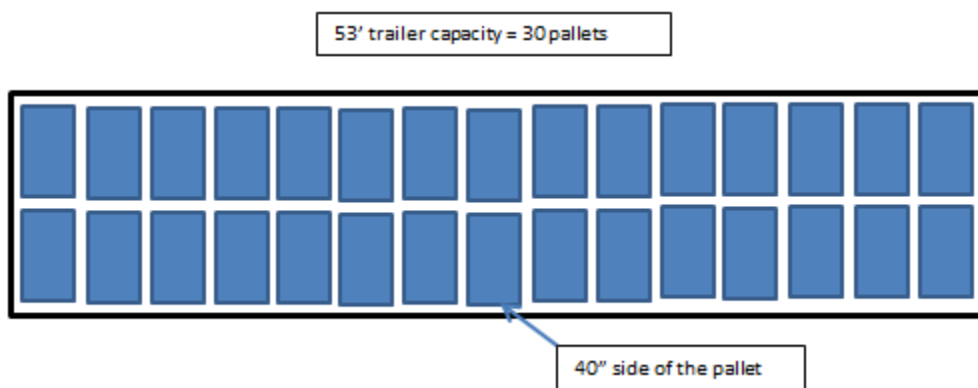
You must use proper trailer loading technique to ensure that Canadian Tire can receive products safely. Safety measures can include use of shrink wrap, air bags or load bars to secure product within the trailer and prevent the load from shifting. If you have any questions about trailer loading, please contact the Supply Chain Solutions Team at supplychainsolutions@cantire.com.

Pallet Arrangement

When loading pallets onto a trailer, pallets should be loaded such that the 48" side faces the nose of the trailer and the 40" side runs parallel to the length of the trailer, as shown in Figure 16 below. If the trailer is loaded in this manner, the number of pallets per trailer will be as follows:

- 30 pallets will fit in a 53' trailer

Figure 16 Loading Pallets in a Trailer

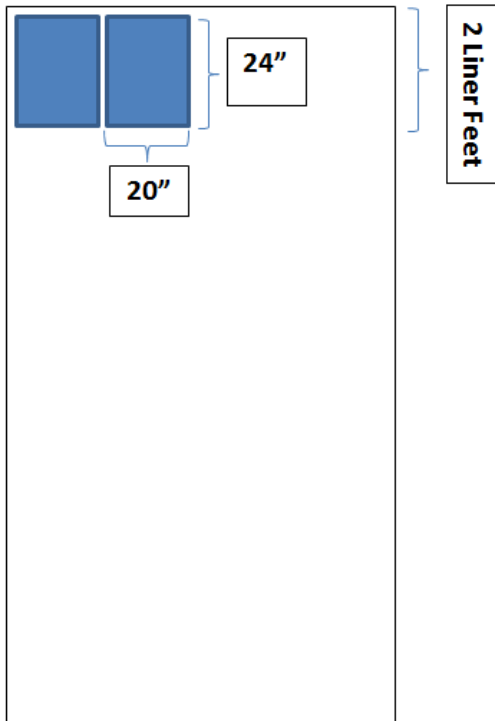


When loading non-standard pallets on a trailer e.g., half pallets or long pallets please follow the guidelines depicted in Figure 17 and Figure 18 below to maximize trailer utilization and reduce transportation cost.

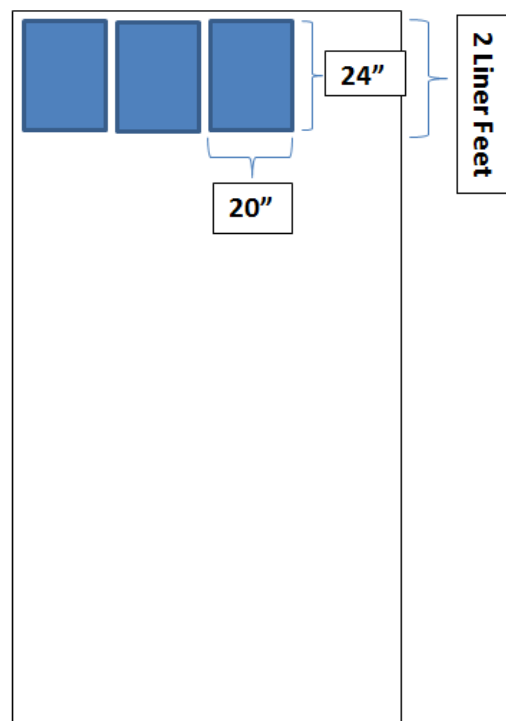


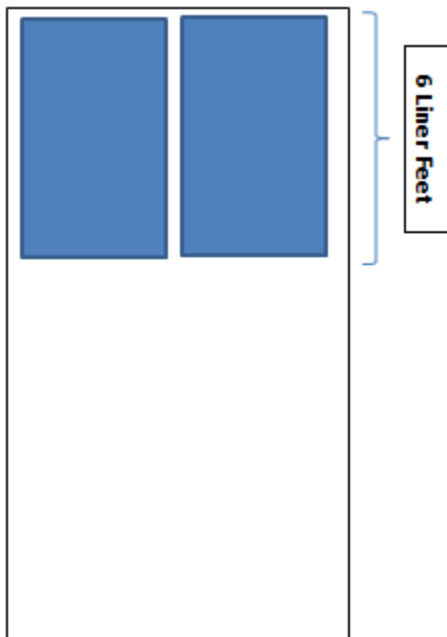
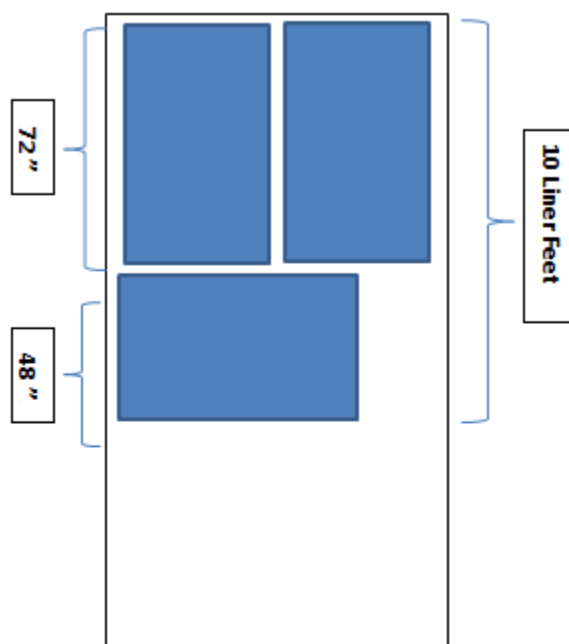
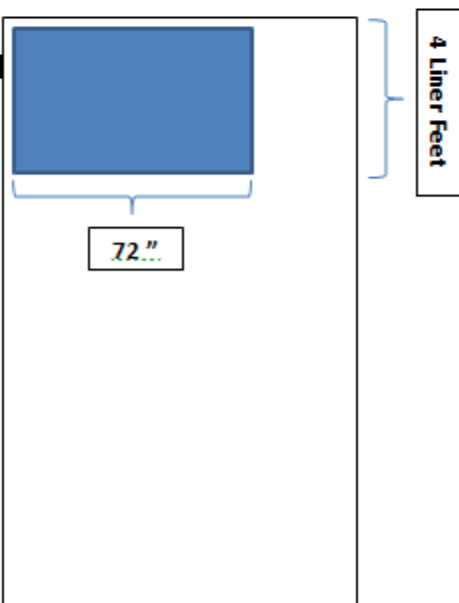
Figure 17 Loading Half Pallets On To A Trailer

Load an EVEN NUMBER of 20" x 24" Skids



Load an ODD NUMBER of 20" x 24" Skids



**Figure 18 Loading Long Pallets On To A Trailer****Load an EVEN NUMBER of 72" x 48" Skids****Load an ODD NUMBER of 72" x 48" Skids****Load ONE 72" x 48" Skid****25.6 Package Labels and Markings**

Canada Border Services Agency (CBSA) requires the exterior packages of all shipments to be marked with the country of origin of that product. In the event of a Customs inspection, the country of origin must be easily identifiable and must be located on the outermost packaging of the product, accessible to Customs officials.

Cartons must have a visible UCC-128 standard shipping label. If you are shipping a full pallet of a single product, you can use 1 label per pallet.



To label Cross Dock containers by Canadian Tire Associate Store, use Serial Shipping Container Codes (SSCC) and UCC/EAN 128 barcodes. These SSCCs must correspond with the ASN listed SSCC numbers.

25.7 Standard Shipping Container Labeling

The purpose of the MH10 Shipping Container Marking (SCM) label is to uniquely identify each shipping container packed by a Vendor. The SCM label is the physical link to the information sent via EDI or WebForms. It is based on the American National Standards Institute (ANSI) standard North American design. The label is required with the use of the electronic ASN document.

You must label Canadian Tire shipping containers with the SCM using the UCC/EAN 128 Shipping Container Code, and you must provide that information in the ASN that you submit to Canadian Tire. The container number you specify in the ASN must match the barcode number on the shipping container.

See the sample shown in Figure 19. The following label specifications adhere to the ANSI/UCC6 Application Standard for Shipping Container Codes, Draft 1, dated April 2000, and are consistent with the requirements of other retailers.

For more information on SCM labels, contact GS1Canada (formerly the Electronic Commerce Council of Canada—ECCC), at www.gs1ca.org.

**Figure 19 Sample Shipping Container Label**

ANSI/UCC6 (Draft 1)
Application Standards for
Shipping Container Codes (April 2000)

Supplier's name and address • size 0.8" x 1.25" • 8 to 10 pt font (must be 2 pt smaller than "To/A" field)		Canadian Tire Logistics Facility (ship-to) name and address • size 0.8" x 2.75" • 10 to 12 pt font (must be 2 pt larger than "From/De" field)	
From/De: ACME COMPANY ANY STREET ANY TOWN		To/A: Canadian Tire Corporation Ltd A.J. Billes Distribution Centre 8550 Goreway Drive Brampton, Ontario, Canada L6T 5J8	
Ship-to address • size 1.2" x 2.5" • X dimension minimum 0.017" • bar code height 0.75" minimum • subset A/B		Ship To Postal Code (420) L6T 5J8	Carrier/Transporteur: Canadian Tire Corporation CTC PO# 12345678 Supplier ship date: Feb. 02, 2004
Available for Supplier use • size 1" x 2"		Carrier name, Canadian Tire PO# and Supplier ship date • size 1.2" x 1.5" • 10 to 16 pt font	
Logistics Facility or Store code • (91) for warehouse, (92) for store • size 1.2" x 2.5" • X dimension minimum 0.020" • barcode height 0.75" minimum • subset C		Available for Supplier use • size 1" x 2"	
Store/Depot (91) 9005		Mark for/Marque pour: 9005	
SSCC serial number • size 1.8" x 4" • X dimension minimum 0.020" • bar code height 1.25" minimum (prefer 1.6") • barcode width 3.0" minimum (prefer 3.5")		Logistics Facility code or Store Number (Ultimate Destination) • size 1.2" x 1.5" • 40 to 45 pt font • for LF code, use last four characters of ship-to code • for Store code, on Cross Dock orders, use four or five digit code from SDQ in PO	
SERIAL SHIPPING CONTAINER CODE (00) 0 001 2345 5555 555 55 8			

► Note

Barcoded fields contain:

- an application identifier—a code to identify the type of data that follows—which allows the software to interpret barcoded fields. e.g., 420 or 421 indicates postal code information follows
- quiet zone—0.25" margin on each side of the barcode to ensure the scanner reads the code
- "X Dimension" refers to the width of the narrowest bar.
- minimum for overhead scanning is 0.020" (0.508mm) (conveyor system)
- Subsets: code 128 has 3 subsets
- A alphanumeric (with caps or special codes)
- B alphanumeric (with caps or special codes)
- C numeric



25.8 MH10 Label Usage

Table 11 MH10 Label Usage – Sample Scenarios

Label Examples	MAN Segment in ASN	Label Placement
1 or more POs 1 or more SKU(s)/item(s) 1 or more cartons No pallet 1 Ship To	Pack level	Label on carton
1 or more POs 1 or more SKU(s)/item(s) 1 or more cartons 1 pallet 1 Ship To	Pack level and Tare level (optional)	Label on carton and Label on pallet if Tare used in ASN
1 or more POs 1 or more SKU(s)/item(s) 1 or more cartons 1 pallet 1 Ship To	Pack level	Label on carton or Label on pallet (treat the pallet as a package)
1 PO 1 SKU 1 or more cartons 1 pallet 1 Ship To	Tare level	Label on pallet
1 or more POs 1 or more shipment numbers 1 carton 1 Ship To	Pack level	Label on carton

25.9 Shipment Terms

Vendors are required to have collect shipment terms. This means that Canadian Tire is responsible for arranging Merchandise pick-up and for payment of freight costs. At the time of pick-up, Canadian Tire assigned carriers and drivers verify skid counts only. They do not count cartons. The driver signs the BOL “as per shipper’s load and count”. A detailed count is done when the shipment arrives at the Canadian Tire DC. Any discrepancies found during receiving are verified by a second individual. If a discrepancy is found to be valid, then the corrected quantity is received.

► **Note**

The physical transportation of the goods must be negotiated separately from the Customs clearance into Canada. To provide a common terminology for the execution of international shipments and to minimize misunderstandings, the International Chamber of Commerce has developed a set of terms, known as Incoterms, such as FOB (Hong Kong), FCA (Chicago, IL). Once negotiated, the agreed Incoterm must be documented on the Export Documentation Package. For more information on Incoterms, please refer to www.iccwbo.org.

The IOR is the party responsible for Customs clearance into Canada (that is, the party responsible for paying duties and taxes to the Canadian government) the name and contact information of the customs broker must be clearly indicated on the shipping and customs documents.



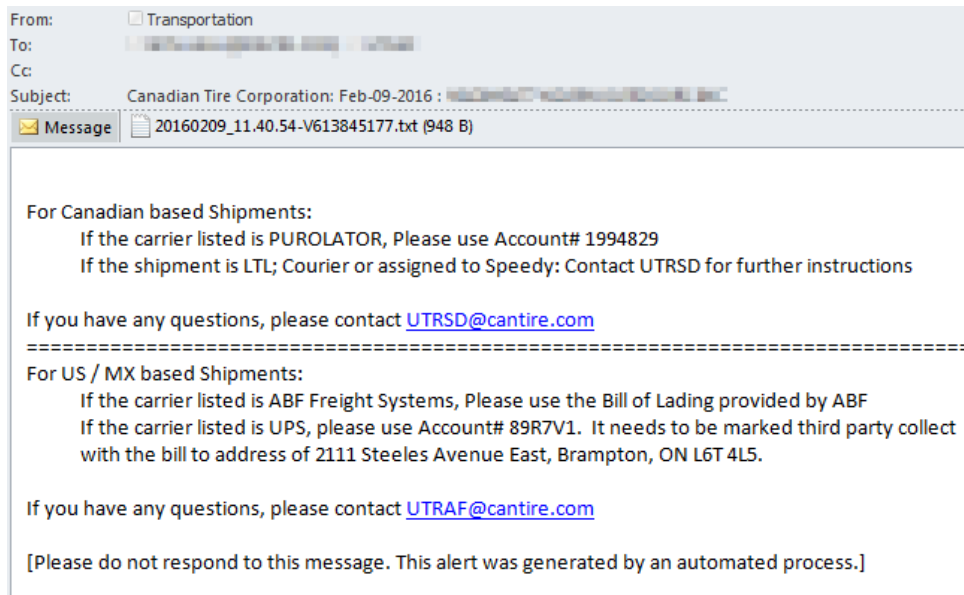
25.9.1 Collect Shipment Term Requirements

Once you have submitted your RPA on time, a RPA Response, which includes the shipment number, is electronically transmitted to you via WebForms, several days prior to the PO due date. The shipment number is your confirmation to ship the product. The truck driver will only pick up products listed in the shipment paperwork.

► **Note**

You must comply with the documentation requirements; see Section 26 for more information.

If your shipments originate from the U.S., Mexico or outside Ontario and Quebec, you will also receive a routing confirmation. The routing confirmation includes the trip number, PO number, RPA number, shipment number, pick-up date, number of skids and the carrier name.



To view the attached text file, right-click on the text file and then click on Preview. The information will look like this:

TRIP NUMBER	SHIPMENT NBR	VENDOR / RPA	PO_NUMBR	CARRIER ID	CARRIER NAME	PICKUP DT	SK
000256823825	000003862358	61382863	03743306	TRIPR U L777	Tripair Transportation	12-FEB-16	2

For shipments originating from the United States and Mexico, the common carrier assigned to the trip will contact you at least 24 hours before the PO due date, to book an appointment for pick-up. When you submit your RPA to the Product Flow Analysts (PFA), you request an appointment time on the PO due date for the Canadian Tire carriers.

Canadian Tire recommends that you be open between 7:00am – 5:00pm to optimize transportation routing opportunities and reduce freight costs. If you are a high volume Vendor, Canadian Tire expects you to maintain shipping hours between 6:00 a.m. and 6:00 p.m., and may request that you arrange expanded shipping hours during peak seasons, or in preparation for promotions.

When Canadian Tire assigns a common carrier to move a load (as with all shipments from the United States or Mexico and with some shipments in Canada), Canadian Tire provides the carrier with a Canadian Tire appointment number. (Common carriers must have an appointment number and time to enter our DCs. The only exception to this rule is if the carrier is scheduled to drop trailers in the Canadian Tire DC yard.)

When picking up within Canada, Canadian Tire's Domestic Traffic and Fleet Services Department does not contact you to secure a Vendor appointment number and time. If the pick-up is tendered to a common carrier, the carrier may contact you, on their own behalf, to arrange an appointment; however, Canadian Tire does not mandate this practice.

No appointment is necessary for a shipment of 4 or fewer skids. Such a shipment can be delivered directly to the express doors at a Canadian Tire DC, but still requires a valid shipment number via the RPA process.



For more information, see Appendix E and Appendix F.

25.10 Request for Pick-up or Appointment

The RPA (Request for Pick up or Appointment) is an electronic document that is proprietary to Canadian Tire. It provides physical specifications about the shipment, such as origin, destination, and size. Canadian Tire uses the RPA to plan and co-ordinate shipments in a cost-effective and timely manner.

To request authorization to ship to Canadian Tire, you must submit the RPA, via WebForms, **at least 7 calendar days** prior to the PO due date by 4:30 PM Central Time. For example, if the PO due date is January 30, 2011, the RPA due date is January 23, 2011 4:30 PM. You may submit the RPA as early as 30 days prior to the PO due date, or as soon as you receive the PO.

► Note

You are responsible for considering holidays and weekends. If an RPA is due on a holiday or weekend, you must ensure that it is fulfilled prior to that occasion.

25.10.1 RPA Procedures

- 1) You must submit the RPA, via WebForms, at least 7 calendar days prior to the PO due date. To confirm that you have successfully transmitted the RPA, check your “sent” folder in WebForms, to ensure that the RPA status has changed from “in transit” to “acknowledged” status. If you receive a PO with multiple due dates, it is your responsibility to submit the RPA 7 calendar days prior to the **earliest due date**. Failure to adhere to this policy will cause a late RPA Fine to be generated.
- 2) Canadian Tire will issue you an RPA response, which includes the shipment number, the pick-up date, and the Canadian Tire DC number. You receive the RPA Response electronically, via WebForms, **60–72** hours prior to the actual pick-up date. If a common carrier is assigned, a shipment confirmation that includes the carrier name is also submitted via fax.
- 3) If you require your RPA Response earlier, please notify CTC using the Special Instructions on the RPA submission i.e. ‘Please schedule for DD/MM/YY and confirm’
- 4) Please review your RPA Response thoroughly for your confirmed pick up date as it may vary from your PO due date and be scheduled a day earlier or later. If changes are required on the PO, either a date change or a quantity change, you must wait to acknowledge the expected change in SPS Commerce before submitting the RPA. It is the RPA WebForm the pre-populates the PO/SKU due date. For RPAs that are affected by a PO due date change, CTC will notify the Vendors via the RPA Response process earlier than the regular 60-72 hours notification process. If you cannot accommodate a different date, please email prodflow@cantire.com the same day that you receive the RPA Response. SPS Commerce sends you an e-mail notification that data has arrived for you on the SPS Commerce site. The e-mail notification is a courtesy. Do not rely on it. You must always check WebForms regularly for the RPA response.
- 5) You must retrieve the shipment number from the RPA Response and cross-reference it with the driver upon pick-up. You are responsible to ensure that you load the correct shipment number on the correct truck. You must also ensure that the shipment number is referenced on the BOL.
- 6) You must have the shipment available for loading at the beginning of your regular hours of operation on the specified execution date.

► Note

The Canadian Tire planning rule will schedule the shipment for pick-up on the PO due date, provided that you submitted the RPA on time.

- 7) If you do not receive an RPA Response containing the shipment number at least 1 day before your pick-up, you must alert Canadian Tire by contacting the PFA.
- 8) If you do not receive a RPA Response containing the shipment number at least 1 day prior to your PO due date, you must alert Canadian Tire by contacting the Product Flow Analysts at prodflow@cantire.com.



25.10.2 RPA Requirements

Canadian Tire will not accept a faxed copy of the RPA document. It is your responsibility to work with SPS Commerce and the Canadian Tire Electronic Commerce Department to ensure that you transmit the RPA electronically to Canadian Tire.

► **Note**

- If you receive a change or require a change after you have submitted a RPA, but before you get a RPA Response, DO NOT send another RPA. Contact prodflow@cantire.com with the required changes. If you have any issues on a particular shipment, such as shipment number information, potential delays, changes to skid count, weights or measurements then contact prodflow@cantire.com.
- You must submit **ONE (1) RPA per trailer load**, and you must consolidate multiple POs (same day pickup) on to 1 RPA – up to 1 full load for optimizing pickups. When submitting a multiple trailer PO, please submit one (1) RPA per trailer and ensure that your RPAs are complete, accurate and on time (address, quantity, weight, cube, skids, linear feet, load type, Vendor special instructions). Additionally, each trailer requires its own distinct set of ASNs. You cannot split ASNs between trailers.
- You should permit an average of 75 lbs. on the RPA for skid weight. To avoid weight discrepancies, include a brief note in the Vendor's "special instructions" field, indicating that you have included the skid weight. If you are selecting 'Non-Standard' or 'Floor' loaded within your RPA, please DO NOT fill out the number of skids, just include the Linear Feet.
- During the 'Freezable Season' freezable and non-freezable products **must be loaded on separate trailers** and therefore require **separate RPAs**. Please indicate if a RPA is for freezable product in the 'Commodity & Special Instructions field'.

When you submit an RPA for SKUs that have a combination of skid types (such as double stackable, regular, oversized, etc.), select a load type of "non-standard". Otherwise, the PFA must contact you to verify the weights and measurements.

If you have multiple LTL shipments within a week, you **must** group multiple POs (with multiple due dates) on 1 RPA to make full loads, provided that the destination Canadian Tire DC is the same, the PO due dates are all within a 3-day interval and all POs are associated with the same Vendor number. When grouping multiple POs, you must submit the RPA 7 calendar days prior to the earliest PO due date on the shipment. (exemption could be given if the Replenishment Analyst is expediting shipments). Contact SPS Commerce for assistance or training on grouping multiple POs.

Use the Load Information section of the RPA to provide load information such as trailer size or special handling requirements.

Use the Vendor Special Instructions section of the RPA to describe any special requirements for your shipment, such as trailer requirements, special shipping hours, number of loads that can be handled per day, etc.

If any part of the PO will be unavailable on the PO due date, you must contact the RA immediately. The RA is the only contact who can authorize changes to the due date or accept late product.

The RA must authorize the shipment of back-ordered product. Upon approval by the RA, a new PO due date is issued, and you must then submit a new RPA stating the remaining balance.

If there is any deviation from the original RPA after you have submitted it, you must communicate the changes immediately to PFA and the RA.

Customs documentation must reflect what is physically shipped. Any additional cost incurred due to CBSA non-compliance with accuracy between physical shipment and details on customs documents will be charged back to the Vendor.

If a shipment is missed, it is the Vendor's responsibility to notify the appropriate transportation team by the morning after the PO Due Date depending on your shipping location:

Canadian shipping locations: UTRSD@cantire.com

US/Mexico shipping location: UTRAF@cantire.com



To request any updates after you have received your RPA Response, please contact the appropriate transportation team as noted above.

See Appendix E for Canadian Tire contact information.

25.10.3 Measuring Linear Feet of Product

Linear feet is a unit of measurement defined as the amount of linear floor space a shipment requires from the nose of the trailer to the rear of the trailer.

You must include linear feet as a unit of measure for any RPAs that you transmit to Canadian Tire. Table 12 shows a chart of linear feet.

You must also provide the number of skids (if applicable) and the cube for every item ordered. You **must** ensure pallets are **double** or **triple** stacked where they can possible. Select the appropriate Pallet Type from the drop down menu when filling out the RPA.

Calculating linear feet for the RPA: Floor-Loaded Product

- dimensions of the product: length, width, height
- characteristics of the product: stackable or non-stackable
- If you choose Non-Standard or Floor Loaded as the Pallet Type, the RPA must equal one or more Linear Feet.

Example: Floor-loaded product

- 20' Kayaks (loaded side by side and stacked 4 high on top of each other) with dimensions 20' x 3' x 2' = 20 linear feet.

Products should be loaded side by side whenever possible to ensure full linear feet are utilized on the trailer.

- When entering linear feet on the RPA for products that are loaded side by side, use the length of the longest product (see diagram titled “Linear Feet for Non Palletized, Floor Loaded and Non Standard Pallet Product” shown below Table 12)
- When entering linear feet on the RPA for products that are NOT able to be loaded side by side, use the combined total length of the products.

Calculating linear feet for the RPA: Palletized Product

- dimensions of the skid
- characteristics of the product: stackable or non-stackable
- total number of skids (need dimensions of the product in order to determine)
- If you choose Standard, Double or Triple as the Pallet Type, the RPA must equal one or more Skids.

Example: Non-stackable palletized product

- 4 non-stackable pallets with dimensions 40" x 48" = 8 linear feet

Example: Stackable palletized product

- 4 stackable pallets with dimensions 40" x 48" = 4 linear feet

**Table 12 Linear Feet for an RPA****Skid Count to Linear Feet Conversion Tables**

Linear Feet	Number of Non-Stackable 40" x 48" Skids	Number of Double-Stackable 40" x 48" Skids	Number of Triple-Stackable 40" x 48" Skids
4	1 or 2	1,2,3 or 4	1,2,3,4,5 or 6
8	3 or 4	5,6,7 or 8	7,8,9,10,11 or 12
12	5 or 6	9,10,11 or 12	13,14,15,16,17 or 18
16	7 or 8	13,14,15 or 16	19,20,21,22,23 or 24
20	9 or 10	17,18,19 or 20	25,26,27,28,29 or 30
24	11 or 12	21,22,23 or 24	31,32,33,34,35 or 36
28	13 or 14	25,26,27 or 28	37,38,39,40,41 or 42
32	15 or 16	29,30,31 or 32	43,44,45,46,47 or 48
36	17 or 18	33,34,35 or 36	49,50,51,52,53 or 54
40	19 or 20	37,38,39 or 40	55,56,57,58,59 or 60
44	21 or 22	41,42,43 or 44	61,62,63,64,65 or 66
48	23,24,25,26,27 or 28	45,46,47,48,49,50,51,52,53,54,55 or 56	67,68,69,70,71 or 72
53	29 or 30	57,58,59 or 60	73,74,75,76,77 or 78

Linear Feet	Number of Non-Stackable 72" x 48" Skids	Number of Stackable 72" x 48" Skids
4	1	2
6	2	4
10	3	6
12	4	8
16	5	10
18	6	12
22	7	14
24	8	16
28	9	18
30	10	20
34	11	22
36	12	24
40	13	26

Linear Feet for Non Palletized, Floor Loaded and Non Standard Pallet Products

*These cube calculations are based on the entire cubic volume of the trailer.



If you can fit more than 24 skids on a 48' trailer, please indicate total linear feet as being 48' and the appropriate skid count.

We employ many 53' trailers, so please build loads to this specification. (53' – 30' skids).

26 DOCUMENTATION

26.1 Shipment Documentation

You must provide timely and accurate documentation with the products you ship. This section focuses on the documentation that must accompany every shipment to Canadian Tire.

The following documentation must accompany all Canadian Tire import shipments.

- 2 copies of the Freight Bill or BOL
 - Skids/Crate dimensions to be added on the BOL by the Vendor
 - Please denote on the BOL any expiry dates for the goods shipped
- Packing slip (includes PO Numbers, Canadian Tire product numbers, trailer numbers and shipment numbers)
 - 1 copy to be attached to at least one pallet (or inside shipping carton for courier parcels) per trailer
 - 1 copy to be sent with the driver
- Canada Customs Invoice (CCI), commercial invoice, or both (prepared by Vendor nominated carrier for Online Assortment shipments)
- other Government certificates, if applicable, for example:
 - Certificates of Origin i.e. North American Free Trade Agreement (NAFTA) (see Section 26.4)
 - Phytosanitary Certificate
 - Import Visa or Quota

All shipments imported into Canada require an Importer of Record (IOR). The IOR is responsible for payment of duties and/or taxes payable to Canada Border Services Agency (CBSA) as well as maintenance of records pertaining to each importation. This is usually a condition of sale and included in the agreement between the Vendor and Purchaser. The IOR can be the Vendor, the Purchaser or a named third party in the case of a drop shipment. The IOR must hold a tax identification number in the country of importation and must have an assigned Customs Broker. It is imperative that the IOR is established prior to the shipment being exported from the origin country.

For all shipments sent from outside Canada, where Canadian Tire is the Importer of Record (IOR) (see Section 26.3) you must submit correct product and shipment information and documentation to CTC's Customs Broker, Livingston International cdnimports@livingstonintl.com or fax 1-866-548-4685 and CTC's Customs Department at csacompliance@cantire.com. This will include but is not limited to:

- Any changes to the country of origin of your product(s) (see Section 26.5)
- The most up-to-date, current NAFTA certificate, even if the certificate is updated after the initial certificate was provided (see Section 26.4)

Any costs incurred by Canadian Tire due to inaccurate or missing information or documentation will be charged back to the Vendor. Email csacompliance@cantire.com if you have any questions.

► Note

For UPS Ground orders, please ship them third party collect with the bill to address of 2111 Steeles Avenue East, Brampton, ON L6T 4L5 using account 89R7V1 with the ship to address showing whichever warehouse it is shipping to.

When you ship multiple POs and the corresponding multiple Freight Bills or BOL, you must include the Master Freight Bill or Master BOL that must show the total carton count.

The number on the physical Freight Bill or BOL must correspond to the ASN (electronic) BOL number.



To ensure that shipments contain the correct product, you must communicate the shipment number, provided by Canadian Tire, to the driver, and must make it clearly visible on the BOL.

The Customs documentation must reflect what you actually, physically ship, even if this is different from what you originally reported on the RPA. For Online Assortment shipments, vendors must provide all relevant shipping information to the carrier for document preparation.

The country of origin information must be accurate for every product on every shipment. Any Fines charged to Canadian Tire will be passed on to you, with an additional administration fee.

Any costs incurred by Canadian Tire as a result of Vendor-related delays at the point of pick-up will be charged back to you.

When you create the Export Documentation Package, you must:

- create only 1 Master BOL per trip number
- include the trip number on the Master BOL
- surrender the Master BOL to the carrier

► **Note**

Any costs incurred by Canadian Tire as a result of the Vendor will be charged back to the Vendor if the Vendor is:

- a) shipping multiple BOLs referencing the same trip number or
- b) has the incorrect information on the BOL (ship to address)

The following example shows the correct way to complete the Master BOL:

Figure 20 **Completing the Master Bill of Lading**

Trip #	Shipment #	PO #	# Skids	Whse	Vendor	Pro # (BOL)
00022593623M	1483405	118437	1	07	ABC123, Inc.	156330611
	1483400	118432				
	1483408	118440				
	1483407	118439				
	1483406	118438				
	1483403	118435				
	1483402	118434				
	1483401	118433				
	1483404	118436				

The CBSA conducts random inspections and has the right to detain or refuse a shipment entry into the commerce of Canada if the documentation indicates anything other than what is actually loaded and shipped. If this happens, any additional costs incurred by Canadian Tire will be passed on to you.

26.2 Packing Slips

You must provide a packing slip with every shipment. If the shipment requires more than 1 trailer or container, you must provide a separate packing slip, BOL, and Customs documentation package (where applicable) for every trailer or container. For Customs purposes, you must treat every trailer or container as an individual shipment, and the Customs documents must indicate the actual physical contents of each trailer or container. Master carton counts and descriptions documented on the CCI or commercial invoice must match those of the BOL (see Section 26.3 for more information about Customs documentation).

**► Note**

You must provide the packing slip and paperwork (Freight Bill or BOL) with the driver and have a copy of the packing slip on a pallet with the shipment. If you do not send a copy of the packing slip with the driver and attach one to a pallet with the shipment, we will classify this as a missing packing slip. This will have a negative impact on your shipment quality measurement (for more information on shipment quality, see Section 25.1). The packing slip must be complete, legible, and accurate.

- Required information for each packing slip:
 - packing slip number
 - PO number
 - trailer number (if known)
 - shipment number
- Required information for each line item on the packing slip:
 - Vendor part number
 - product description
 - Canadian Tire product number
 - shipped quantity in consumer units
- The information required for Customs compliance includes:
 - shipment quantity in master cartons
 - individual weight for every part number

Figure 21 Sample Packing Slip

ACME Company	Packing Slip	Packing Slip #: 987664
Ship To: Canadian Tire Corp Ltd 8550 Goreway Drive Brampton, ON L6T 4L5		PO Number: 15322423
		Trailer #: A3242
		Shipment #: 123456
		Date: November 25, 2004

Part Number	Description	Product Number	Cartons	Package	Consumer Units
5144	CELL PHONE HOLDER	037-1235	5	CTN of 6	30
5105	LITTER BASKET GREY	037-1212	8	CTN OF 4	32
		TOTAL	13		62

26.3 Customs Documentation

As outlined in the Vendor Agreement, you must comply with the Customs requirements of Canada in relation to Merchandise shipped from outside Canada. Current initiatives of the CBSA will result in more stringent enforcement, as well as a fining system, for non-compliance with the laws and regulations governing imports into Canada. More information about Canada's Customs requirements can be found at the CBSA website (<http://www.cbsa.gc.ca/menu-eng.html>).

If you are a new Vendor, you must first identify if Canadian Tire or you as the Vendor will be the IOR into Canada. The IOR is responsible to arrange the Customs clearance of the shipment and to ensure payment of duties and taxes CBSA. Please ensure that you have filled out the IOR information correctly within the line items bid sheet. If you (Vendor) are the IOR all customs and shipping documents must clearly indicate the name and contact information of your customs broker. If Canadian Tire is the IOR, please email a sample of your customs documents to Canadian



Tire's Customs Department at csacompliance@cantire.com before your initial shipment. It will be reviewed to ensure it complies with customs legislation. Customs documentation must contain a detailed description of the Merchandise, shipment quantity, date of direct shipment (PO due date), Canadian Tire product number, country of origin of the goods and corresponding PO numbers.

Any additional costs or Fines incurred by Canadian Tire due to incomplete or inaccurate information about the shipment(s) or incomplete or inaccurate paperwork will be charged back to you. This includes, but is not restricted to, any additional duties, taxes, interest, and Fines.

You must ensure that products contained in the shipment are clearly identified. An individual unfamiliar with the Vendor (or importer) must be able to determine what is contained in the shipment.

If you have multiple POs for a single shipment of Merchandise, your documents must make it clear which Merchandise relates to which PO.

All marks and numbers must be shown on cartons, boxes, or cases, as well as on invoices used for Customs purposes. These marks and numbers must indicate:

- PO numbers
- Canadian Tire product numbers
- quantity of Merchandise
- carton number
- total number of cartons
- the origin where the final manufacturing process was completed

You must provide complete and accurate product information updates to Canadian Tire's Customs Department csacompliance@cantire.com, in a timely manner so that we can incorporate the information into our system before the goods arrive at the Canadian border.

If the country of origin changes for a Canadian Tire product, it is your responsibility to advise Canadian Tire's Customs Department (csacompliance@cantire.com). Failure to provide accurate Country of Origin information to CBSA is a serious act of non-compliance.

In the event that a shipment has more than 1 country of origin, you must indicate the quantities associated with every country of origin. Use a separate invoice line for each product/country of origin combination.

Effective 2002, Customs legislation requires that all Customs documentation contain the Canadian 10-digit Harmonized System Classification Code (as published in the Canadian Customs Tariff) for each product on the shipment, at the invoice line level.

You should provide a copy of all documents required by CBSA to the Canadian Tire nominated carrier/driver at the time of the signing of the BOL.

Due to the operational requirements of CBSA, Canadian Tire reserves the right to require you to provide hard copy invoices.

26.4 North American Free Trade Agreement Certificate of Origin Requirements

You must provide Canadian Tire's Customs Department with a blanket NAFTA Certificate of Origin for all qualifying products crossing the border into Canada. If the origin of your product (s) changes, please email NAFTA@cantire.com to set up a customized system for reporting these changes. A blanket certificate can cover a period of up to 12 months. Your certificate must indicate the Canadian Tire product number and the Vendor assigned part number for each line on the certificate.

If you fail to supply Canadian Tire with up-to-date blanket NAFTA Certificates of Origin when your shipment arrives at the Canadian border, all products (even those which have previously qualified for **preferential** duty rates under NAFTA) are subject to the **non-preferential** duty rates. This is in compliance with Customs legislation.

You must provide new blanket certificates prior to the expiry date of the current certificates. Preference is for all blanket certificates to cover the period of one calendar year. (For example, you would provide certificates for year



2017 by December 1, 2016.) You must provide any changes, additions, or deletions to a blanket certificate to Canadian Tire, as soon as you have updated your certificate, and **before** the freight arrives at the Canadian border. Please send any changes to NAFTA@cantire.com.

If we receive an updated blanket NAFTA Certificate of Origin from you after the product has crossed the border at the non-preferential duty rate, Canadian Tire must submit an Entry Amendment to update the CBSA records. You will be charged an Entry Amendment Fee of USD \$100 per imported entry, in addition to any other costs incurred to provide correct reporting to the CBSA. The Administrative Monetary Penalty System (AMPS) may also impose fines. For more details on AMPS, please see Section 26.14.

Please direct any inquiries to Canadian Tire's Customs Department at NAFTA@cantire.com.

For instruction on filling out a NAFTA Certificate please visit <http://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b232-eng.html>.

26.5 Certificates Requirements for Free/Preferential Trade Agreements

Goods qualifying under a Free Trade Agreement (FTA) or Preferential Trade Agreement (PTA) can benefit from the reduction or elimination of tariff duties.

Suppliers having products that qualify under such Agreements must supply a Certificate of Origin prior to the products crossing the border.

FTA Certificates are to be made available 1 month prior to the effective date of the certificate. PTA Certificates are to be made available with shipment.

You must provide any changes, additions, or deletions to a blanket or with shipment Certificate of Origin immediately, to Canadian Tire's Department at CSACompliance@cantire.com

In the event that product has crossed the border without proper documentation and is therefore subject to a non-preferential duty rate, Canadian Tire will submit an amending entry to update CBSA records. Vendors will be charged an Entry Amendment Fee of \$100 per import entry, in addition to any costs incurred to provide correct reporting to CBSA.

In the event that CBSA does an audit on a FTA or PTA certificate and the information is found to be incorrect, any additional duties, Fines and/ or penalties will be against the Vendor.

For more information on Free Trade Agreements: https://www.international.gc.ca/trade-commerce/trade-agreements-accords-commerciaux/agr-acc/index.aspx?lang=eng&menu_id=137.

For more information on Preferential Agreements: <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-4-4-eng.html>.

26.6 Regulations Respecting Certain Commodities Imported Into Canada

Canada Border Services Agency (CBSA) as well as Participating/Other Government Departments stipulate regulatory requirements on the importation of certain commodities. If the regulatory requirements are not met the CBSA has the right to detain or refuse entry into Canada. If you have any questions on importation requirements, please contact customs.auditors@cantire.com

26.6.1 Wood Products (Does not include wood packaging- See Section 29.3.1)

Wood products must meet the requirements of the Canadian Food Inspection Agency (CFIA) Policy D-02-12 "Import requirements of non-manufactured wood and other non-propagative wood products, except solid wood packaging material, from all areas other than the continental United States". For applicable products, a Phytosanitary certificate must be provided. Phytosanitary Certificates must have the ISPM / IPPC stamp on the document to serve as a cross reference.

For additional information see <http://www.inspection.gc.ca/plants/plant-pests-invasive-species/directives/forestry/d-02-12/eng/1488215831209/1488215831755#a214>.

In the case of Hong Kong and China, "Fumigation Certificates" from private companies are no longer accepted. Highlights of CFIA policy D-02-12: All wood packaging materials or pallets must be marked with an International



Standards Phytosanitary Measures (ISPM) Stamp/Logo. This is also referred to as the International Plant Protection Convention (IPPC) symbol for treated wood packaging materials AND accompanied by a valid Phytosanitary.

➤ For more information, see the following web-sites:

<http://www.inspection.gc.ca/english/plaveg/for/cwpc/wdpkge.shtml>

<http://www.inspection.gc.ca/english/plaveg/protect/dir/d-98-08e.shtml>

<http://www.inspection.gc.ca/english/plaveg/for/fore.shtml>

26.7 Regulated Energy Using Product

Natural Resources Canada requires Suppliers to provide specific information when importing regulated energy-using products (i.e.: air conditioners, humidifiers, and selected lighting) into Canada. To facilitate this requirement, the model number of the product (for motors, the “unique motor identifier” or UMI is required) must be included in the Description field on the Commercial Invoice. For a complete product list and additional information, see Importer’s Corner on the Natural Resources Canada web site at

<https://www.nrcan.gc.ca/energy/efficiency/products/12509>.

26.8 Food, Agricultural Inputs and Agricultural Products

The Canadian Food Inspection Agency (CFIA) stipulates import regulations on commodities such as of food, agricultural inputs, and agricultural products. To facilitate the importation of regulated commodities the CTR Customs Department may request additional information and/or documentation to satisfy the Regulations of the CFIA. For additional information see the following website.

<http://www.inspection.gc.ca/food/imports/eng/1323714792490/1323715949260>

26.9 Tires

For the commodity TIRES- excluding bicycle tires- manufactures must comply with the applicable Canadian Motor Vehicle Safety Standards. If requested, the manufacture must provide the following data elements to the CTR Customs Department; manufactures name, product brand name and product type/size.

26.10 Power Sport Machine Equipment

Any power sport machine shipments (e.g. ATV's, dirt bikes, gas scooters, snowmobiles etc.) must be accompanied by a VIN form in the Final Document Package. Other documentation may also be requested from the CTR Customs Department to satisfy the requirements of Transport Canada (TC) OR Environment Canada (EC). Supplier/Vendor Compliance Programs

Canadian Tire compliance programs help to improve in-stock situations and to ensure that we have the right product assortment on the shelves of Canadian Tire Associate Stores when our customers need it. These programs are designed to encourage you to follow the Canadian Tire Supply Chain SOPs in order to prevent lost sales and lost customers.

26.11 Supplier/Vendor Compliance Program

The core objective of the Canadian Tire Supplier Performance program is to encourage proactive communication, positive behaviour change and process improvement with Vendors. By measuring, tracking, and reporting your shipping performance, Canadian Tire can proactively work with you to improve service levels and can implement a fair and consistent consequence management program for all North American Vendors.

The Supplier Performance Program consists of the following 4 components:

- 1) Vendor Service Level
- 2) RPA Service Level



3) ASN Service Level

4) Receipt Fill Rate

26.11.1 RPA Service Level

The RPA document is a request for authorization to ship to Canadian Tire. Our Operations Planning Centre (OPC) uses RPA documents to plan and schedule timely and cost-effective pick-ups. Any late RPA will incur an automatic CAD \$200 (USD \$150) Fine per RPA per PO. The RPA is considered late if it is not sent at least 7 calendar days before the PO due date (4:30 p.m. Central Time deadline). For example, if your PO due date is on a Monday, you must submit the RPA by 4:30 p.m. Central Time on the previous Monday, at the latest.

Example

- Late submission of 1 RPA with 4 POs will incur a Fine of CAD \$800 (USD \$600)
- Late submission of 4 RPAs with 1 PO each will incur a Fine of CAD \$800 (USD \$600)

► Note

You are responsible for considering holidays and weekends. If an RPA is due on a holiday or weekend, you must ensure that it is submitted prior to that date.

Any RPA that is submitted late, which in turn affects the pickup day of the shipment, will impact the Receipt Service Level.

RPA Service Level Calculation

Canadian Tire continuously monitors your RPA performance. The metric is based on the following logic:

Was the RPA sent at least 7 calendar days before the PO due date?

Yes: Service Level = 100%

No: Service Level = 0%

26.11.2 ASN Service Level

Canadian Tire measures your timeliness and physical accuracy at the PO/shipment Level. A “PO/shipment” refers to the number of POs on a single trailer or over multiple trailers.

Example

- 5 POs on 1 trailer = 5 PO/shipments
- 1 PO that spans 3 trailers = 3 PO/shipments

Timeliness

For each PO/Shipment, the timeliness is either on-time or late/missing. ASN is considered on-time if it is transmitted before or on the same day as the ASN ship date stated on the ASN. If the original pick-up date is missed, the ASN ship date must be updated prior to submission to reflect the new date the product is physically picked up on. Late or missing ASNs can result in the DC having to create manual ASNs to receive shipments. This delays and adds additional costs to the DC receiving process.

A late Vendor ASN is defined as being transmitted and/or received into CTC systems after the ASN ship date.

An ASN is considered to be late under any of the following circumstances:

- ASN is not transmitted
- ASN transmission fails due to error (errors could include, but are not limited to: structural, business or translator errors and/or duplicate ASNs)
- ASN is received after the shipment arrives at Canadian Tire

Examples

Vendor ASN Sent/Received	Vendor ASN Ship Date
06/19/2017	06/18/2017

1 day late



Vendor ASN Sent/Received	Vendor ASN Ship Date
06/26/2017	06/22/2017

4 days late

Missing

A missing Vendor ASN is defined as an ASN that is not in CTC systems to be used by the DCs or Depots when the shipment arrives. In these scenarios, the Vendor may have submitted the ASN on the same day or prior to the ASN ship date; however, if they are located within 4 hours of the destined CTC location there are times when ASN is not transmitted in time for DC/Depot to receive shipment as shipment has arrived prior to ASN. The DC/Depot then creates a manual ASN to receive shipment. This results in an automatic ASN Fine for missing ASN.

Timeliness has been defined as late/missing in this section, because if a Vendor receives a Fine for one or the other the debit note will not distinguish the two separately. The debit note will state late/missing as the reason. The Vendor must go to the ASN Detail Report to understand if their ASN was late or missing.

Physical Accuracy

An accurate ASN is defined as one in which the information submitted on the ASN (PO, product, and quantity) matches the corresponding physical shipment that is received at the Canadian Tire Distribution Centre (Note: for Cross Dock shipments, Canadian Tire compares the UCC 128 Label to what you have submitted on the ASN). For each PO Shipment where an ASN is submitted, the accuracy is measured **as accurate or inaccurate**.

If you receive an inaccurate ASN Fine debit, to determine which SKU or SKUs resulted in the inaccuracy, please refer to the “ASN Detail Report” in VMS.

Note:

This Fine type (inaccurate ASN) is measured and issued if at the time the shipment was received there was a discrepancy between the number of units that were recorded on the ASN and the number of units that were received by our team at the DC.

If you wish to dispute the validity of an inaccurate ASN Fine, you must provide proof of payment, i.e. PO invoice and payment advice showing PO with the inaccurate ASN Fine was paid in full. The Supplier Performance team cannot investigate the validity of an inaccurate ASN Fine using documents, such as, the BOL, POD or packing slip. For more information on how to resolve the shortage, please refer to Section 11.2 Receipt Payment Process (Quantity Discrepancy Resolution/Shortage).

Overall Vendor ASN Service Level Measurement

Any ASN that is late and/or does not reflect the correct quantity of product shipped to Canadian Tire will be subject to Fine.

- Fine for late/missing ASN: \$200 CAD (\$150 USD)
- Fine for inaccurate ASN: \$200 CAD (\$150 USD)
- Fine for late/missing and inaccurate ASN: \$200 CAD (\$150 USD)

There will be a maximum of one Fine per ASN/Purchase Order combination.

- One PO with a late/missing and/or inaccurate ASN: \$200CAD (\$150 USD) Fine
- One PO with two late/missing and/or inaccurate ASN: \$400 CAD (\$300 USD) Fine
- Two PO's on one late/missing and/or inaccurate ASN: \$400 CAD (\$300 USD) Fine

26.11.3 Receipt Fill Rate

Your ability to ship POs in full and on time ensures the smooth flow of product to Canadian Tire Associate Stores. This puts Canadian Tire and you in the best position to maximize sales while effectively managing inventory. Every Canadian Tire Vendor number is measured and managed separately under the Supplier Performance Program.

The Receipt Fill Rate measures the timeliness and accuracy of your shipments. We expect you to keep your Receipt Fill Rate at or above the Weekly Vendor Fill Rate Threshold at all times. The Vendor Fill Rate is calculated based on the on-time shipped quantity compared to the total ordered quantity. Shipment timing will be based on the



electronic ASN (Advance Ship Notice) document and quantity based on physical receipt. Late or incomplete orders will be subject to a Vendor Fine when the Receipt Fill Rate falls below the minimum Weekly Vendor Fill Rate Threshold expectation.

To prevent negative impacts on your Receipt Fill Rate, review your Supplier/Product Forecast weekly and discuss any issues with your RA before the PO is created.

The RA is your primary point of contact for any POC. We expect you to contact your RA regarding any issues surrounding forecast fluctuations, POs and POCs. When you contact your RA to make POCs, be sure to describe in detail **why** a change is needed. This helps the RA understand the context behind the change. Please see the note in Section 24.5 about timely communication of POCs.

You must communicate to the PFA team any issues or questions on a particular shipment, such as shipment number information, potential delays to upcoming shipments, RPA questions or changes in weights and measurements.

If you receive a PO with multiple due dates, it is your responsibility to submit the RPA 7 calendar days before the **earliest due date**. If you fail to adhere to this policy, you will cause a late RPA Fine to be generated.

When a shipment is not received by Canadian Tire by the PO due date, additional charges may apply. These include the cost of Air Freight shipment, rushing shipments, carrying cost, lost margin, conversion costs, late promotional product and terminating promotional deals.

Receipt Fill Rate Calculation

The Receipt Fill Rate is based on the previous week of data and is calculated as follows:

$$\text{Receipt Fill Rate} = \text{PO quantity delivered on time} * / \text{expected PO quantity}$$

*PO quantity considered on time when delivered by the expected PO due date

Delayed delivery in days – Date Delivered or Available minus Original PO due date (OR latest CT initiated date)

The actual receipt date is always compared to the last Canadian Tire requested PO due date and quantity (i.e., expected PO due date and quantity). If the Vendor initiates a change to the PO due date or quantity, the Vendor Fill Rate is measured against the expected PO due date or expected PO quantity, NOT the date or quantity you requested. For a Canadian Tire-initiated POC, the Vendor Fill Rate is measured against the Canadian Tire-requested date or quantity.

The following example demonstrates the effect of POCs on Receipt Vendor Fines:

Original PO Information

Item	Expected PO Due Date	Expected PO Qty	Current PO Due Date	Current PO Qty
041-1212-2	03/01	300	03/01	300

Scenario I — Vendor-initiated change

Vendor requests a date change from 03/01 to 03/25 and a quantity change from 300 to 250 units.

Item	Expected PO Due Date	Expected PO Qty	Current PO Due Date	Current PO Qty
041-1212-2	03/01	300	03/25	250

In the case above, the Vendor delivered the 250 units on 03/25. The expected PO due date and quantity are not revised to match the current PO due date and quantity when the change is Vendor-initiated.

**Receipt Fill Rate Vendor Fine: Calculation Examples**

If the Vendor's Vendor Fill Rate measured below the Weekly Vendor Fill Rate Threshold, a Receipt Fill Rate Vendor Fine would be levied. The Vendor Fine for each late SKU is equal to 2% of the value (based on quote cost) of the late and/or missing ordered quantity. If a Vendor Fine generated is below the Minimum Vendor Fine Threshold it will be waived.

- If the item in the above example had a total line value on the PO of \$15,000 (i.e. product quote cost of \$50 multiplied by 300 units), the Fine would be \$300 (2% of the quote cost of the late or missing units).
- If the item in the above example had a total line value on the PO of \$120 (i.e. product quote cost of \$0.40 multiplied by 300 units). Because 2% of that line value is \$12, the Vendor Fine would be waived as it is below the Minimum Vendor Fine Threshold.

Scenario II — Canadian Tire-initiated change

Category Management Team requests a date change from 03/01 to 03/15 and a quantity change from 300 to 100 units.

Item	Expected PO Due Date	Expected PO Qty	Current PO Due Date	Current PO Qty
041-1212-2	03/15	100	03/15	100

In the case above, the Vendor delivered the 100 units on 03/15. No Vendor Fine was levied because the expected PO due date and quantity requirements were met. The expected PO due date and quantity are revised to match the current PO due date and quantity when the change is Canadian Tire-initiated.

26.11.4 Summary – Supplier Performance Program**Table 13 Supplier Performance Program**

Measure	Expectation	Minimum Requirement	Consequence
RPA Timeliness	RPA must be submitted a minimum of 7 calendar days prior to PO due date (4:30 p.m. Central Time deadline)	100%	CAD \$200 OR USD \$150 per late RPA per PO
ASN Timeliness & Accuracy	ASN must be submitted on the expected due date and ASN information must be accurate	On time and Accurate	CAD \$200 or USD \$150 per ASN per PO
Receipt Timeliness & Accuracy	Delivery must be made by the expected due date and receipt units must match expected ordered units	97% weekly Vendor Fill Rate	2% of the purchase order value of the late and/or missing ordered quantity. If a Vendor Fine generated is less than \$25 (Vendor currency), it will be waived **.

**** [1] When a shipment is not received by Canadian Tire by the PO due date, additional charges may apply. These include the cost of Air Freight shipment, rushing shipments, carrying cost, lost margin, conversion costs, late promotional product and terminating promotional deals.**

**** [2] For Cross Dock and Direct Ship orders, the minimum Vendor Fine value is \$200 per week**

As a supplier of product to Canadian Tire, you have been given access to VMS, a web-based tool called Visibility Management System which stores data related to Vendor service levels. This tool allows you to view reports related to your company's performance on shipments to Canadian Tire. Please see the "Domestic VCM Supplier User Manual" located on the right hand side of the VMS home page for details on how to pull reports. For any issues related to accessing the VMS system or the manual, please contact vmssupport@cantire.com.

26.11.5 Supplier Performance Program for Vendors Supplying Online Assortment Orders

The Supplier Performance program for Online Assortment orders consists of the following 2 components:

- 1) PO Acknowledgement



2) Receipt Fill Rate

PO Acknowledgement

The PO Acknowledgement measures timeliness of the PO Acknowledgement (EDI 855 document). We expect a minimum requirement of 100% on time submission. Late or missing PO acknowledgements will be subject to a Vendor Fine. The Vendor Fine will be \$25 per late/missing acknowledgment (by PO)

Receipt Fill Rate

The receipt Fill Rate measures the timeliness and accuracy of your shipments. We expect you to keep your weekly Vendor Fill Rate at 100% at all times. The Vendor Fill Rate is calculated based on the on-time shipped quantity compared to the total ordered quantity. Shipment quantity and timing will be based on the electronic ASN (Advance Ship Notice) document. Late or incomplete orders will be subject to a Vendor Fine. .

Supplier Performance team will monitor your performance and if our expectations are consistently not being met the fining process will be implemented as noted above.

26.11.6 Vendor Fine Process and Dispute Process

Canadian Tire investigates all Vendor Fines before they are processed, ensuring validity based on the information available. We notify you of any non-compliance Vendor Fines via email and charge your account accordingly. The Vendor Fines are collected on a regular basis.

The Supplier Fine Notification indicates the Vendor Fine amounts, the late POs, the associated Canadian Tire product numbers, and Vendor Fine type. The Vendor Fine types are RPA, ASN and Receipt. As described above, you incur an RPA Fine if you submit an RPA late and an ASN fine for inaccurate, late, or missing ASN. You incur Receipt Vendor Fines for Vendor-initiated date changes, quantity changes, short shipments, missed pick-ups and delayed pick-ups.

Since all processed Vendor Fines are considered valid, the onus is on the Vendor to provide details and supporting documentation to substantiate their claims in a Vendor Fine dispute. All claims should be submitted to the Supplier Performance Team at SP.NorthAmerica@cantire.com. Dispute claims must be submitted within 3 months of the Vendor Fine notification. After 3 months the Vendor Fine in question will be considered closed. You can confirm the validity of a late RPA Fine by checking the RPA timestamp in WebForms. For help finding this information in WebForms, please contact SPS Commerce at 800-223-3354 or customersupport@spscommerce.com.

As a domestic Vendor you can gain access to a web-based tool called Visibility Management System (VMS®). The tool allows you to view reports related to your Vendor performance.

For more information on how to use VMS® and access to the latest Vendor Guide, refer to the Customer Information Section located on the VMS® homepage.

- Vendor Guide
- Domestic VCM Supplier User Manual

If you have any questions related to accessing VMS® system contact the VMS® Support team at vmssupport@cantire.com.

Short Shipment Disputes

In the event of a short shipment, Canadian Tire sends you a Vendor Discrepancy Form. If you want to dispute the discrepancy, you have 10 days from the date the Form is faxed to provide proof of delivery or proof of pick-up. If you do provide proof (e.g., signed BOL), a representative at the Canadian Tire DC will investigate the shortage again, and Canadian Tire will decide if the discrepancy is valid. If you do not provide adequate proof, Canadian Tire considers the discrepancy to be correct, and you have no further recourse.

Please see contact list below for relevant backup documents. The Supplier Performance team only handles the debit notes related to the compliance program, i.e. starting with SPF or PRDJ.

Debit Invoice Prefix	Contact Team	Email Address
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SPF	Supplier Performance North America	SP.NorthAmerica@cantire.com
PRDJ	Supplier Performance Offshore	SP.Offshore@cantire.com
DNT	Vendor Support	vendor.support@cantire.com
SDD/WDD	SCDD	scdd@cantire.com
SL	Defective Recovery	defectiverecovery@cantire.com
All of the rest	Accounting Support	Apsupport@cantire.com

26.12 International Carrier Compliance

In an effort to minimize any negative operational impacts on your shipping department, Canadian Tire's International Transportation Department has implemented a Carrier Compliance Program to monitor carrier service.

If a carrier is late for or misses a scheduled pick-up date communicated to you by Canadian Tire, you can e-mail the International Transportation Department at utraf@cantire.com with details of the act of carrier non-compliance. All information is kept confidential from the carriers and all messages will receive a response from the International Transportation Department.

► Note

Waiting time that occurs at the Vendor location, regardless of whether the pickups are by appointment or first come, first serve, will be debited back to the Vendor. The Vendor will receive an email confirming the amount of the debit and require a response within 24 hours of receiving the email.

26.13 Customs

Any additional costs incurred due to non-compliance with Canada's Laws and Standards regarding importation and use of products in Canada will be charged back to you. This includes, but is not limited to, your obligation to provide accurate, complete, and readily available information; the lack of which may result in additional duties, taxes, financial or restrictive Fines, or delayed or refused entry of products being imported.

For more information on Customs, see Section 26.3.

26.14 Administrative Monetary Penalty System ("AMPS")

AMPS are a civil penalty regime that secures compliance with Customs legislation through the application of monetary Fines. Fully implemented in October 2002, AMPS applies to infringements of the Customs Act, the Customs Tariff, and the Special Import Measures Act and the regulations thereunder, as well as infringements of the terms and conditions of licensing agreements and undertakings.

AMPS will impose monetary Fines in proportion to the type, frequency, and severity of infractions. These Fines are designed to be corrective rather than punitive. Most Fines are graduated (i.e. continued non-compliance results in higher Fines for each subsequent infraction). Fine amounts can range from CAD \$100 to \$25,000.

► Note

Fines incurred may be charged back to the Vendor if the Vendor has failed to provide sufficient information. For inquiries, please contact Canadian Tire's Customs department via email at customs.auditors@cantire.com

26.15 Universal Product Code Compliance

If we receive any product with a missing, incorrect, or non-scannable UPC at a Canadian Tire DC, the Canadian Tire DC personnel will apply a UPC label to it. You will be charged for the rework at a rate of CAD \$100 per hour, with a minimum charge of CAD \$200 plus applicable taxes. Additionally, there will be a Fine levied in the amount of \$1000 (USD or CAD) per shipment for each incident.

**Table 14** **UPC Rework Charges**

Charge	Rate
Rework	\$100 per hour, minimum CAD \$200
Fine	\$1,000 (CAD or USD) per shipment

26.16 Physical Shipment Quality and Rework

Your shipment quality is constantly monitored. Periodically, Vendor shipping errors require Canadian Tire to perform rework in order to facilitate product movement through the Supply Chain. When rework is required, it is performed by Canadian Tire DC personnel and charged to the Vendor at a rate of CAD \$100 per hour, with a minimum charge of CAD \$200 plus applicable taxes. For more details on Shipping Requirements, see Section 25.

Canadian Tire verifies all rework charges before they are processed, ensuring validity based on the information available. We notify you of any non-compliance rework charges and charge your account accordingly. The rework charges are collected on a regular basis.

The Shipment Quality debit note indicates the charge amounts, the associated POs, Canadian Tire product numbers, and shipment quality compliance issue type.

Since all processed rework charges are considered valid, the onus is on the Vendor to provide details and supporting documentation to substantiate their claims in a dispute. All claims should be submitted to the Supplier Performance Team at SP.ShipmentQuality@cantire.com. Dispute claims must be submitted within 3 months of the invoice date on the debit note. After 3 months the rework charge in question will be considered closed.

27 INTRODUCTION TO SUPPLY CHAIN STANDARD OPERATING PROCEDURES FOR NAVFEF AND OFFSHORE VENDORS

This section of the Guide is referred to as the Offshore Supply Chain Standard Operating Procedures (SOP). If you ship to Canadian Tire from a location outside North America, this document is intended for you.

The information provided here is to help you to provide Canadian Tire with timely and accurate shipments. Please distribute this document to the appropriate parties within your organization. We recommend that the following groups review and have access to this information:

- Shipping/Logistics
- Sales/Marketing
- Accounts Receivable
- Warehouse and Factory Operations
- Customer Service
- Risk and Control Department
- Compliance Department

If you have any questions about the content of the Offshore Supply Chain SOP, please e-mail them to the Offshore Systems & Support Team at offshore.logistics@cantire.com.

27.1 Third Party Logistics Provider

Canadian Tire has designated Century Distribution Systems Inc. (Century) as our exclusive third party logistics (3PL) provider. All shipments must be coordinated through Century. Please see Appendix K for Century contact information.

Canadian Tire exchanges information with all Offshore Vendors through Century's Visibility Management System (VMS®). VMS® is a web-based platform that provides access to Supply Chain forecasts, POs, Purchase Order Changes (POCs), and bookings.



27.2 New Vendor Set Up

The Canadian Tire Offshore Systems & Support Team, in cooperation with the Supply Chain Operations Asia (SCOA) Team and Supply Chain Education Team, has developed a program to help you prepare for your first shipments. You will be contacted by one of these teams to ensure the following:

- 1) Complete and correct setup on the VMS® system (see Section 28).
- 2) Receipt and understanding of this Offshore Vendor Supply Chain SOP
- 3) Support during major milestones of the shipping process:
 - receipt of Supplier/Product Forecast
 - receipt of POs and POCs
 - on-line bookings and due dates
 - delivery process and due dates
 - shipping document processes and due dates

27.3 Free On Board Port

Canadian Tire uses Free On Board (FOB) freight terms and only ships from selected ports. Please see Appendix H for a listing of the Canadian Tire Authorized Ports. If you want to ship from a port that is not on this list, please send your request to your Category Business Manager. Canadian Tire will determine the viability of the port and decide whether or not to issue authorization.

28 ELECTRONIC COMMERCE

Canadian Tire uses a web-based Supply Chain management system called VMS®, which all Offshore Vendors must use. This system, hosted by Century, is a globally accessible platform that:

- provides a rolling Supplier/Product Forecast for all products
- enables Vendors to receive POs and POCs on-line, and to communicate on-line
- enables Vendors to create and submit bookings on-line
- enables Vendors to create and submit the Commercial Invoice on-line (see Table 17 Required Document Chart)
- enables Vendors to create and submit the Shipment Notice on-line for CY (full container) shipments (see Section 29.9)
- gives both Canadian Tire and Vendors the ability to track various stages of shipments on-line

28.1 Expectations for using VMS®

This section briefly outlines the features of VMS®. For more information, please refer to the Customer Information Section located on the VMS® homepage.

The information is divided into two subsections:

- CTC Offshore Supplier SOP
- VMS® Supplier Manual

► Note

If you have any questions, please contact the Offshore Systems & Support Team at offshore.logistics@cantire.com.

Key Expectations:

You must log in to VMS® (www.kltlvms.com) at least once every business day, and extract PO information.

You are accountable for validating your Supplier/Product Forecast and PO information (e.g. correct FOB, PO due date and product price).

You must reply to POC requests and other messages within 24 hours.



You must immediately inform Canadian Tire's Offshore Systems & Support Team (offshore.logistics@cantire.com) of any changes to your on-line user account.

You must submit bookings on-line, unless the internet or servers are inoperative. If this occurs, contact your local Century office (see Appendix K for Century contact information).

► **Note**

Canadian Tire continuously monitors Vendor activity in VMS®. Failure to comply with the expectations may affect your service levels.

28.2 On-line Supplier/Product Forecast

Through VMS®, Canadian Tire provides you with a Supplier/Product Forecast of planned orders. This schedule is updated and transmitted weekly. You must review it every week. If you are unable to meet demand, you must immediately notify your Replenishment Analyst (RA). You are expected to use the VMS® messaging system to communicate directly with your RA, to manage forecast demand.

In the event that a PO is significantly larger than the most recent planned order, you must contact your RA to discuss potential issues, and to work with Canadian Tire on a mutually agreeable date for the balance. Any POC requested by the Vendor in the Dynamic Window will not result in a Vendor Fine. A POC requested by the Vendor after the Dynamic Window closes, may result in a Vendor Fine if your Delivery Fill Rate falls below the Weekly Vendor Fill Rate Threshold (see Section 33.1.2).

28.3 Purchase Order Management

Electronic POs are official Canadian Tire orders—no hard copies are provided. The terms and conditions are described in the Purchase Agreement provided by the Canadian Tire Pacific Rim Office or Category Management Team. The PO is due by the PO due date, **not** the Vessel CY Closing Date. Please see Appendix A Glossary for definitions of terms used in this Guide.

When you receive a Canadian Tire PO, you must review all of the particulars of the order, such as FOB point, quantities, product descriptions, costing, discounts, due date, and payment terms. Please also note any comments included in the "Special Instructions" field of the PO.

The Unit Price shown on POs is the FOB negotiated net price. It has 2 digits after the decimal point. This is the Canadian Tire standard price format.

► **Note**

Any PO change (POC) request must be communicated to your Canadian Tire Replenishment Analyst within the Dynamic Window, otherwise the PO will be considered accepted. A PO change request must be accompanied with its detailed reasons. Replenishment Analysts (RA) will code POCs based on who initiated the change. Canadian Tire will only accept a change to the PO due date or quantity for the following reasons:

- Canadian Tire lead time violations
- severe forecast fluctuations
- severe natural phenomena (earthquakes, floods, etc.)
- valid raw material and production constraints, which you must communicate when they become evident through the Supplier/Product Forecast, not after the PO has been created
- valid capacity constraints (production capacity or loading capacity), which you must communicate when they become evident through the Supplier/Product Forecast. If a capacity issue becomes apparent after the PO has been issued, you must inform your RA within the Dynamic Window

Any POC requested in the Dynamic Window will not result in a Vendor Fine. A POC requested after the Dynamic Window closes, will have an impact on the Vendor Fill Rate and may result in a Vendor Fine if the Vendor Fill Rate falls below Weekly Vendor Fill Rate Threshold.

28.4 Support

Please direct any general or technical support inquiries to the contacts listed below:

**Table 15 General or Technical Support Contacts**

User Location	Team	Contact
North America or Europe	Offshore Systems & Support, Canadian Tire	offshore.logistics@cantire.com
Asia: Shanghai Office	CTC Triangle (Shanghai) Limited Shanghai rep. office	supplychain.shanghai@cantire.com 86-21-6384-9988
Asia: Hong Kong Office	CTC Triangle (Hong Kong) Limited Hong Kong rep. office	supplychain.hongkong@cantire.com 852-2735-6144

29 SHIPPING REQUIREMENTS

29.1 Shipment Terms

Shipment Terms for Samples is DDP (Delivered Duty Paid) Vendor is responsible for all cost plus duty and taxes. For additional information see Section 29.14 “Sample Shipments”

To provide a common terminology for the execution of international shipments and minimize misunderstandings, the International Chamber of Commerce has developed a set of terms, known as Incoterms 2010. For more information on Incoterms 2010, see www.iccwbo.org/incoterms.

Canadian Tire Vendors are required to use FOB (named port) freight terms when quoting on all Merchandise for Canadian Tire. This means that all Vendors must use a Canadian Tire-selected carrier and deliver the goods, export cleared, to the port specified on the PO.

Cost and Risk transfers to Canadian Tire, once merchandise is on board the vessel at the port of load, this applies for both CY and CFS loads. This is the point at which the ownership of the goods is transferred to Canadian Tire. From this point forward, Canadian Tire is responsible for the physical transportation of goods to their final destination and Customs clearance into Canada which is provided by customs broker identified by Canadian Tire

Packaging Standards

For details regarding Canadian Tire’s product packaging requirements, see Sections 14 through 21. If you require additional information, please contact your Canadian Tire Category Management team.

29.2 Shipping Marks

Accurate carton markings (Shipping Marks) are vital to efficient product handling. You must meet the requirements listed below.

29.2.1 Shipments with Master Cartons

You will be required to submit the information for the Shipping Marks on-line via VMS® during the booking process. The Shipping Marks submitted indicate to Century and the Ocean Carrier what information will be visible on the master cartons.

At least 1 panel of the inner carton must show the Canadian Tire Product Number and the quantity (see Figure 22 below). The product number and quantity must be displayed numerically without using words (English or French). For example: 085-3040-4 x 10 signifies that the Canadian Tire product number 085-3040-4 is packed inside the inner carton and there are 10 units packed inside.

You must apply the Canadian Tire standard shipping mark to the front of your master cartons. All shipments with master carton must be bilingual (English and French) and in compliance with Quebec’s Charter of the French language (the ‘charter’), see Section 21.7. A sample of the master carton can be found in Figure 22. The shipping

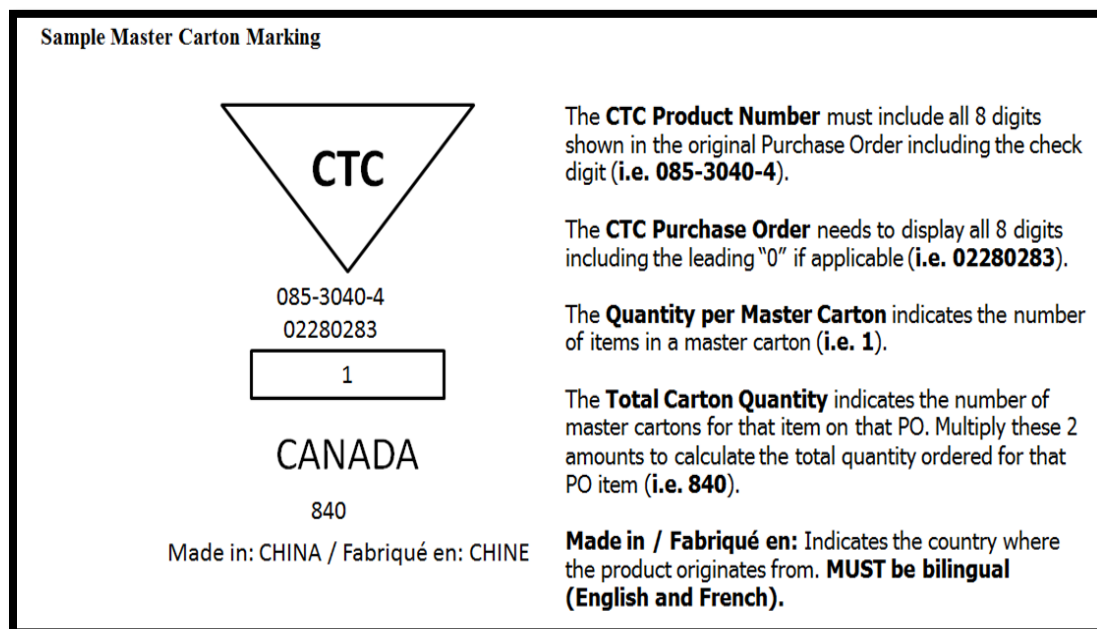
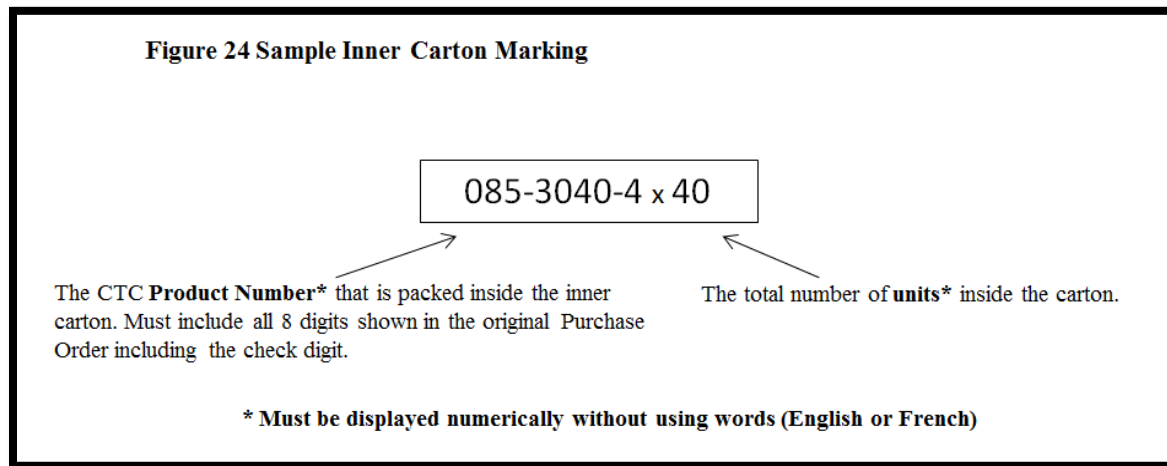


mark must be visible from the open end of the container. Canadian Tire does not require side markings. Refer to Appendix I for a larger example of a master carton marking.

Where possible, the size of the master carton marking must be at least 30 cm x 30 cm (12" x 12"). Cartons that are smaller than these dimensions must have the largest marking possible. This requirement does not apply when there is no master carton.

Shipping Marks printed on adhesive labels will be accepted, provided that they are able to endure the entire shipping process.

Figure 22 Sample Master Carton Marking



If you want to change the Shipping Mark, you must communicate your request immediately to Century, and await approval from Century or Canadian Tire.

Both inner and master carton quantities must be exactly as described in the Product Quotation Form.

You must always ensure your Shipping Marks are accurate and match the details of the PO. You must update the Shipping Marks if any PO item changes occur.



If you do not meet the inner and master carton marking requirements as described above or as communicated to you by Canadian Tire, Canadian Tire will charge you for any necessary rework at the rework rates described in Section 25.1.

If you ship a prepack or display unit containing saleable product, you must ensure that all standard Shipping Marks appear on the shipping carton.

For Domestic (North American) Shipping Container Labels please refer to Figure 19.

For Offshore Vendor Carton Marking please refer to Figure 22.

29.2.2 Shipments without Master Cartons

Products being shipped without a master carton still require the Shipping Marks to be submitted on-line via VMS® during the booking process. They must indicate that the product is being shipped as consumer units.

► Note

If the product will not be shipped in a master carton and you are responsible for creating the packaging artwork, you must ensure that the Canadian Tire Product Number, UPC and Place of Origin appear on the consumer unit packaging (see Figure 22). The Product Number and Place of Origin must appear together on one of the visible sides of the packaging. The UPC can be located as appropriate for the packaging (see Section 21.3 for more details about UPC).

You must not alter any artwork that is supplied to you by Canadian Tire's Packaging Design Team. Regardless of whether it is CTC artwork or Vendor-created artwork, the 3 pieces of information (CTC prod#, Place of Origin, UPC) must be present.

Shipping marks for shipments without master cartons must be bilingual (English and French) and in compliance with Quebec's Charter of the French Language (the "Charter") see Section 21.7

Figure 23 Label for Consumer Packaging (if no master carton used)

Canadian Tire Product Number Place of Origin	UPC
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29.2.3 Dangerous Goods Shipments

Master cartons for dangerous goods will be labeled and marked in accordance with the Canadian Transportation of Dangerous Goods Act and/or International Maritime Dangerous Goods Code as applicable, including all dangerous goods and packing certification information required.

For further information, please see the legislative requirements:

- Transportation Canada – www.tc.gc.ca/tdg
- International Maritime Organization – www.imo.org

29.3 Pallet Shipments

Century will accept pallets only upon approval by Canadian Tire. Canadian Tire must be aware of and approve all pallet shipments before the booking is made to avoid unnecessary delays. Please direct all inquiries about pallet usage (regardless of material composition) to the Offshore Systems & Support Team at offshore.logistics@cantire.com.

Empty pallets must not exceed the following dimensions: **Length:** 48", **Width:** 40", **Height:** 6"

The maximum height of a pallet including the product varies depending on the product. All Vendors are encouraged to discuss this option with their Canadian Tire Category Management Team and the Offshore Systems & Support Team.



29.3.1 Requirements for Wooden Pallets and Other Wood Packaging

Wooden pallets or packaging material must meet the requirements of the Canadian Food Inspection Agency (CFIA) Policy D-98-08 “Entry Requirements for Wood Packing Materials Produced in all Areas Other Than the Continental United States”. Highlights of this policy are:

- All wood packaging materials or pallets must be marked with an ISPM stamp or logo (this is also referred to as the IPPC symbol for treated wood packaging materials) **and** be accompanied by a valid Phytosanitary Certificate. Phytosanitary Certificates must have the ISPM / IPPC stamp on the document to serve as a cross-reference.

For more information, see the following websites:

- www.inspection.gc.ca/english/plaveg/for/cwpc/wdpkge.shtml
- www.inspection.gc.ca/english/plaveg/protect/dir/d-98-08e.shtml
- www.inspection.gc.ca/english/plaveg/for/fore.shtml

In all cases, Canadian Tire’s International Transportation Department working with Canadian Tire’s Customs Department must approve shipping on pallets.

In addition to the CFIA requirements, Canadian Tire requires the Vendor to ensure that the Vendor or the Vendor’s factory completely inspect any wooden pallets or other types of wooden packaging material before loading them onto the container.

- Do not use any wooden pallets or wooden packaging materials that have been exposed to excess moisture. Excess moisture in the packaging material might cause mold to form that could affect the shipment.
- Do not use any wooden pallets or wooden packaging material with visible mold, damage or pest infestation that could affect the shipment.

Canadian Tire reserves the right to charge back to the Vendor any applicable cost of rework incurred for any palletized shipments that may have been affected by the abovementioned conditions.

29.3.2 Pallet Shipment Process

The following process is in place to ensure that all shipping units meet the requirements of Canadian Tire’s policy and the requirements of the CFIA when dealing with palletized loads as well as the import restrictions on wood packaging materials.

- 1) Vendors must complete the template provided by Century or the Offshore Systems & Support Team (offshore.logistics@cantire.com) to allow a review of the request to ship on pallets.

► **Note**

If a product contains any wood packaging, whether palletized or not, the wood must meet the requirements of ISPM #15.

- 2) Vendors must provide digital pictures to address the following points:
 - a) The shipping unit, as it will be shipped, is clearly shown (full picture—top to bottom).
 - b) The IPPC stamp is clearly visible on the pallet.
 - c) Canadian Tire is able to determine the nature of all wood used in the shipping package. In other words, if all sides look the same you only need to provide a picture of 1 side. However, if on 1 side additional wood is used to brace the product, at least 1 picture must show the side with the additional wood. The same would apply if wood is used on the top of product as part of the shipping unit.
- 3) For the first shipment of an approved shipping unit a Phytosanitary Certificate with the IPPC stamp must be provided to Canadian Tire.
- 4) Upon receipt of the first shipment, Canadian Tire will have the shipping unit examined and pictures taken to validate that the shipping unit meets Canadian Tire’s requirements.

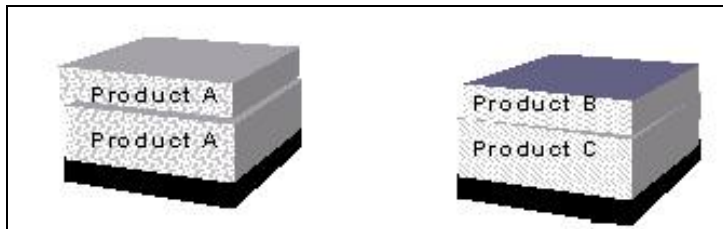


- 5) Approval of the first shipping unit is authorization for you to continue to ship the approved shipping unit as long as the unit meets the requirements set out and no changes in the unit are made. Each time there is a change in the palletized shipping unit, the shipping unit must be re-approved, and a new Phytosanitary Certificate provided (except for shipments from China).
- 6) For subsequent shipments using a shipping unit that has already been approved, you must provide Canadian Tire with proof that all wood on a shipment has been appropriately stamped according to ISPM #15 regulations.
- 7) Canadian Tire will monitor shipments containing wood packaging material. If there is any sign of non-compliance, a Supplier's approval to ship on pallets or to use any other wood packaging material will be cancelled. Any and all costs incurred due to non-compliance will be to the Supplier's account.

29.3.3 Preparing Palletized Shipments

If your pallet shipments have been approved by Canadian Tire, your pallets must be properly loaded on the container in a tier format, as long as this does not jeopardize the stability or safety of the product in transit. A correctly tiered pallet has *x* rows of **Product A** placed on top of each other, or *y* rows of **Product B** placed on top of *z* rows of **Product C** (see Figure 24). Product should be secured to the pallet (i.e. shrink-wrapped) to ensure stability during transport.

Figure 24 Proper Product Loading Configuration



- When building a pallet with multiple products on it, always layer the product with the largest quantity or heaviest weight on the bottom of the pallet and work up to the product with the smallest quantity or weight on top.
- For single PO shipments: where possible layer the same products together on a pallet. Mixing products onto one pallet is permitted if the pallet is not maximized.
- For multiple PO shipments: layer the same product/PO combinations together on a pallet. Do not mix products from different POs onto one pallet, unless 1 complete PO can fit on a pallet and there is space for an additional PO

29.3.4 Express Auto Parts (EAP) Pallet Shipments

In addition to meeting our standard pallet requirements, a Pallet Marking Form (see Figure 25 below) needs to be affixed to all four sides of each pallet shipment destined for Canadian Tire. The Pallet Marking Form should follow the format shown and be on a sheet of paper no smaller than 8.5" × 11". If you have any questions about this form, please contact the Offshore Systems & Support Team at offshore.logistics@cantire.com.

► **Note**

The maximum weight required for EAP shipment is 2400lbs.

**Figure 25 Sample EAP Pallet Marking Form**

PO 44370001	
SKU	Units
113-1472-2	98
113-1483-6	54
016-3038-8	168
016-3045-0	220
Made in: _____ / Fabriqué en: _____	

29.3.5 Dangerous Goods Labels and Markings

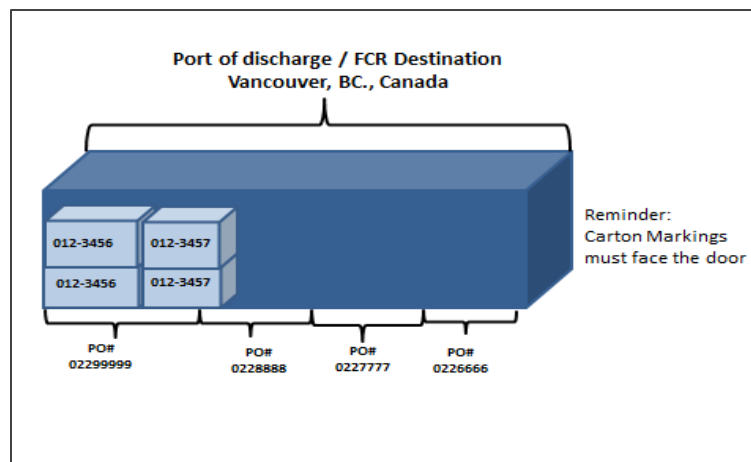
Pallet loads that are wrapped or otherwise have outer coverings that obstruct or cover the dangerous goods labels and marking on the packaging will have dangerous goods labels and marking applied to the outer coverings that are equivalent to the dangerous goods labels and markings on the packages. When shipping dangerous goods, the Vendor must adhere the appropriate placard affixed to the ocean containers to be compliant with the IMDG regulations.

29.4 Container Loading

Where possible, you must build full container loads by FCR Destination (i.e., port of discharge, see Section 30.4).

A single container can only have 1 Port of Discharge. When loading multiple Purchase Orders and Product Numbers in a single container, you must group products as follows:

- 1) by Purchase Order
- 2) by Product Number

Figure 26 Example of Container Loaded for Multiple POs and Product Numbers

You must load containers with all master carton markings facing towards the door and with heavier items placed on the bottom. In the event of CY cargo arriving short, damaged, or improperly loaded, you will be held fully



accountable if the container seal has not been broken or tampered with. If a container comprises multiple SKUs, it is your responsibility to ensure that at least 1 carton of each SKU faces the container door and is clearly visible.

► **Note**

It is your responsibility to ensure that you and/or your transportation provider perform complete inspections on empty containers before they are accepted from a port/container depot. Containers that are not in good physical condition as well as free of dirt, debris and moisture should not be accepted. A further check should be done on the loaded container (door hardware, unnecessary placards, etc.) before its departure from the factory.

- The container must be clean and clear of previously attached seals before you begin to load Canadian Tire product. When you receive containers for loading, you must ensure you remove placards from previous shipments, especially any placards for hazardous or dangerous goods. If you find holes or improper door seals, you must not load the container with Canadian Tire product, but must immediately contact Century. Century will coordinate with the carrier directly for deployment of new equipment.
- It must be ensured that the container is in “good order” when picked up. Every precaution should be taken to ensure proper inspections. Look for structural defects that jeopardize the safety and security of people loading and unloading containers and those that compromise the integrity of the products being transported.
 - Excessive rust
 - Significantly bent/bowed posts, support beams or broken welds
 - Door hardware in poor condition or working order that prevents seal and locking integrity
 - Holes that allow light or external weather conditions into container
 - Infestation, mould, or residual cargo debris/dirt
 - Condensation/standing water or wet floors
 - Persistent odour or physical reaction such as watering eyes or coughing
 - Defaced container markings or interior graffiti/inappropriate messaging
- Cargo container doors should seal completely and securely when shut. The container should be light-tight, which will also prevent entry of any external elements into the container while in transit. To ensure a satisfactory light-tight seal, you can conduct a light test by observing the seal performance from inside a closed container. In addition, all door locking hardware (hasps, hinges, handles, bars, bolts, etc.) must be tested and be in good working order.
- When contracting with third party trucking companies (on your behalf) to transport cargo, you must ensure that those organizations also inspect ocean containers prior to delivering equipment to you.

29.4.1 Container Inspection Requirements

In accordance with CTC’s Border Security requirements (See Section 33.5), Security and Agricultural inspections must be conducted on all containers and unit load devices (ULDs) in order to ensure their structures have not been modified to conceal contraband or have been contaminated with visible agricultural pests prior to stuffing/packing.

To satisfy this requirement, a documented seven-point inspection checklist must be completed for all empty containers and unit load devices (ULDs); and an eight-point inspection must be conducted on all empty refrigerated containers and ULDs prior to stuffing/packing:

1. Front wall
 2. Left side
 3. Right side
 4. Floor
 5. Ceiling/Roof
 6. Inside/outside doors, including the reliability of the Locking mechanisms of the doors.
- Containers must be equipped with external hardware that can reasonably withstand attempts to remove it. The door, handles, rods, hasps, rivets, brackets, and all other parts of a container’s locking mechanism must



be fully inspected to detect tampering and any hardware inconsistencies prior to the attachment of any sealing device.

7. Outside/Undercarriage
8. Fan housing on refrigerated containers

The following elements should be documented on the checklist:

- Container/Trailer/Instruments of International Traffic number;
- Date of inspection;
- Time of inspection;
- Name of employee conducting the inspection; and
- Specific areas that were inspected

Individuals conducting the inspections should pay special attention to;

- Burn/weld marks
- Tampered bolts/rivets
- Fresh grease
- Fresh paint
- Silicone
- Fiberglass/bondo patchwork
- Odor masking substances
- Aftermarket modifications

Vendors may request a copy of an approved Container Inspection Checklist either from Century at the time of booking or by contacting supplychainsecurity@cantire.com.

If the inspections are supervised, the supervisor should also sign the checklist. The completed inspection checklist should be included with the shipping documentation packet.

Any indication that the Container has been compromised for the purpose of smuggling persons, products, weapons, or other contraband should be immediately brought to the attention of the applicable customs officials and/or the appropriate law enforcement agency for your area. For additional information regarding the 7-point container inspection please contact supplychainsecurity@cantire.com.

29.4.2 Pest Contamination

A visible inspection must be conducted for any visible forms of animals, insects or other invertebrates (alive or dead, in any lifecycle stage, including egg casings or rafts), or any organic material of animal origin (including blood, bones, hair, flesh, secretions, excretions); viable or non-viable plants or plant products (including fruit, seeds, leaves, twigs, roots, bark); or other organic material, including fungi; or soil, water; where such products are not the manifested cargo within the Cargo Transport Unit (i.e., container).

You must not allow for any containers, pallets, or other packing materials to be stored near vegetation, or on grain, soil, or any other vegetation as this would facilitate the transmission of any potential invasive species.

You must sweep/vacuum or wash all containers prior to loading to ensure that no pest contaminants remain either inside or outside the container.

Any fees, fines, penalties, or other costs directly related to any container being treated for pest contamination will be assessed against the Vendor Number. An example of which could be (but not limited to) fumigation, cleaning, demurrage, drayage, devanning, and possible re-export charges.

29.5 Container Seal Requirements

Starting on October 15, 2008, any marine containers arriving in the U.S., including foreign remaining on board, must have a high-security seal that meets or exceeds the requirements in ISO/PAS 17712, according to U.S. Customs and Border Protection.



Because any shipment to Canadian Tire may travel on a vessel that is destined for the U.S. or that calls at a U.S. port prior to reaching Canada, Vendors are responsible for using container seals that comply with this requirement on all CY/CY (factory load) shipments. A carrier may reject containers with noncompliant seals. Alternatively, the carrier may apply a high-security seal and may charge the Vendor or importer for the cost of the seal plus an additional charge. If you have any questions about this requirement, please contact your local Century office (refer to Appendix K).

29.5.1 Dangerous Goods Placards

The appropriate placards will be affixed to all cargo transport units carrying dangerous goods in accordance with the International Maritime Dangerous Goods Code.

For further information please refer to the legislative bodies' website below:

- International Maritime Organization – www.imo.org

For containers booked to inland destinations, placards must be affixed in accordance to Canada Transportation of Dangerous Goods Act and applicable regulations. In the United States, the US Department of Transportation (DOT) Code of Federal Regulations, Title 49 (“49 CFR”).

For further information please refer to the legislative bodies' website below:

- Transport Canada, Government of Canada – www.tc.gc.ca/eng/acts-regulations/acts-1992c34.htm
- US Department of Transportation - www.transportation.gov

29.6 Load Volume Requirements

Table 16 indicates the load volume required for various types of containers. For any PO quantities that do not meet the minimum cubic metre (CBM), as outlined in this table, you must deliver by CFS (i.e. Less-than-Container-Load) shipment to a Century consolidation facility. When the Vendor is making their booking and if they have between 50-55/cbm of CTC product, please check on the availability of 40' NOR (non-running reefer) as the equipment type.

► Note

In cases where the majority of a shipment is delivered by CY and the remaining balance by CFS, a separate set of documents is required for the CFS shipment.

Table 16 Container Utilization Chart

Container Type	Minimum CBM	Maximum CBM*	Container Request Policy
40'	55	67	<ul style="list-style-type: none"> • Automatically accepted • Less than 52 CBM required to ship to Consolidated Freight Station
40' High Cube	63	76	<ul style="list-style-type: none"> • Automatically accepted • Less than 52 CBM required to ship to Consolidated Freight Station
45'	72	86	<ul style="list-style-type: none"> • Subject to availability • Less than 52 CBM required to ship to Consolidated Freight Station
40' Reefer, (NOR) or Temperature controlled unit	50	55	<ul style="list-style-type: none"> • Subject to availability (for both non-running and running Reefers)- contact local CDS office



			<ul style="list-style-type: none"> Less than 48 CBM required to ship to Consolidated Freight Station
40' High Cube, Reefer (NOR) or Temperature controlled unit	50	55	<ul style="list-style-type: none"> Subject to availability (for both non-running and running Reefers)- contact local CDS office Less than 48 CBM required to ship to Consolidated Freight Station
20'	27	33	<ul style="list-style-type: none"> Not accepted — Special requests are required and must be approved by Canadian Tire's International Transportation Department. These are authorized on an exception-only basis (e.g. extremely heavy cargo).

*** Table 16 is a reference guide only and is not intended for load building purposes. Maximum cube load capacities may vary depending on load configuration.**

The **maximum cargo weight is 21,770 kg for all container types**. Canadian Tire monitors the weight of shipments and may charge you for fees incurred due to overweight cargo handling.

Canadian Tire does not consider a shipment “heavy cargo” unless it is at least **17,500 KG**. You cannot request special heavy cargo containers for loads below this weight.

You must ensure that the weight of the products is evenly distributed throughout the container.

Canadian Tire monitors container space and may charge you for under-utilized containers.

When loading the container the Vendor needs to keep product away from the vents to ensure proper air circulation.

29.6.1 Dangerous Goods Load Volume Requirements

All dangerous goods need to be shipped as CY loads with confirmation from Century on the final Destination. Century will confirm final Destination with Offshore Transportation at Canadian Tire.

A Vendor can consolidate their products (dangerous and non-dangerous) at the factory to obtain a CY load, subject to the compatibility of the products in the IMDG Regulations.

29.7 Booking

Bookings are completed by Vendors on-line via VMS®. For more information refer to the on-line material located in your VMS® homepage under Customer Information. You must submit complete and accurate bookings to Century no later than 7 calendar days prior to the PO due date and by 4:30 p.m. local time on the booking due date. For example, if the PO due date were January 30, 2016 then the booking due date would be January 23, 2016.

You may book up to a maximum of 21 days prior to the PO due date; however, containers cannot be released earlier than 7 days prior to PO due date

► Note

This pick-up window may be less than 7 days in some ports.

Century issues a booking confirmation form within 24 hours of receipt of a complete and accurate booking. Refer to Appendix J for sample booking.

Outstanding bookings are followed up with a courtesy phone call or e-mail from your local Century Origin Office. We expect you to respond to Century within 24 hours.

**► Note**

You are responsible for considering holidays (e.g., Chinese New Year) and weekends. If a booking, Shipment Notice, Delivery or Document Package is due on a holiday or weekend, ensure that it is submitted **prior** to that date.

29.7.1 Booking Instructions

Bookings are made on-line via VMS®. You are required to assign your booking responsibilities to an employee at the factory to ensure timely exchange of information with Century in the event that any issues arise with the booking. Century only acknowledges complete and accurate bookings.

You must book with Century. Booking with any other Freight Forwarder or with the Carrier directly will result in a **USD \$2,500 Fine** charged to you. This also applies to Air Freight shipments.

You must submit the following with each booking:

- Shipping Marks online via VMS®
- One Estimated Cargo Delivery Date
- One Forwarder's Cargo Receipt (FCR) destination; which will be pre-populated

The Port of Discharge (POD) will be pre-populated during the booking process.

Factories submitting the booking must ensure they use the name and number of their parent Vendor.

You cannot request specific vessel voyages for your booking. All shipping schedules are planned exclusively by Century.

If product is considered Freezable, as indicated in the Special Instructions field of the PO, it is the Vendor's responsibility to request appropriate temperature-controlled containers at the time of booking. This can be done using the "Containers Needed" selection menu in the VMS® Vendor Online Booking (VOB).

► Note

Any product damage that occurs from incorrect container selection or material handling equipment usage is the sole responsibility of the Vendor.

Dangerous goods cannot be shipped as LCL loads; they must be shipped as FCL-Single or FCL-mixed by the Vendor as our third party consolidators will not consolidate dangerous goods.

Vendors providing dangerous goods to CTC need to hold a certification in the applicable regulations, either International Marine Dangerous Goods (IMDG) or Transportation of Dangerous Goods (TDG).

For detailed instructions on using VMS® to submit bookings, refer to the Vendor Online Booking (VOB) training material which can be found under Customer Information in your VMS homepage.

29.7.2 Booking Amendments

To make an amendment to a booking that has already been submitted (booking amendment) request a booking decline from Century Origin by sending a booking message through VMS®. However, note that amendments put undue pressure on the delivery process and could result in delayed shipments. Canadian Tire monitors booking accuracy. If your booking amendments are the cause of shipment delays, this will have a negative impact on your Delivery Fill Rate (see Section 33.1.2). We expect you to make your best effort in planning shipments to ensure that all bookings are 100% accurate upon submission.

All booking information must be entered by the Vendor. Century Origin is not able to make any amendments on your behalf due to security reasons. Hence, all amendments will need to go through the booking decline and resubmit process.

The only exception is when a PO has been booked and delivered, and an entire PO item (line) is missing from the delivery. This is considered a "no show" – contact Century Origin to remove the entire PO item (line) from the booking without a booking decline.

When a PO has been booked and NOT delivered, for any changes, please contact Century Origin to request a booking decline and resubmit the booking.

**CFS Cargo**

Century Origin will identify the delivery discrepancy upon receiving goods.

CY Cargo

Century Origin can identify “no show” PO item(s) based on ESN and document submission.

In both CFS and CY cases:

- If the shipment delivery has been made, should an entire PO item (line) be excluded, Century Origin can delete the “no show” PO item(s) without a booking decline
- If you need to deliver these PO item(s) at a later date, a new booking must be submitted. The receipt date of the new booking for these PO item(s) will be measured against the original booking due date (7 calendar days before the PO due date)

29.7.3 Dangerous Goods Bookings

You must submit the following additional documentation or scanned copy to Century Origin with each booking submitted via VMS® for dangerous goods:

- IMDG Dangerous Goods Transport Documentation (see Appendix M and Appendix N)
- Material Safety Data Sheet
- Electronic Dangerous Goods declaration (if necessary) via VMS®.
- IMO Survey Report (if necessary) via VMS®.
- Lithium Battery UN38.3 Test Report (if necessary) via VMS®.

Bookings for dangerous goods must be submitted to Century via VMS® a minimum of 14 days before the PO due date.


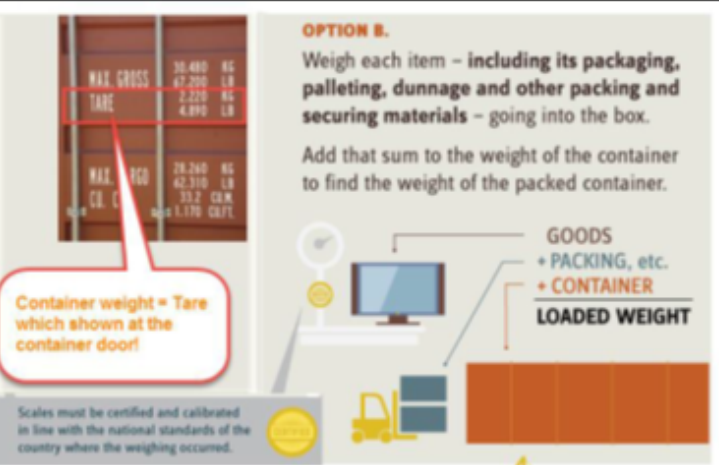
29.7.4 Verified Gross Mass (VGM).

The International Maritime Organization adopted amendments to the Safety of Life at Sea Convention (SOLAS) that requires every packed export container to have a “verified container weight” as a condition for loading aboard a vessel.

All parties involved in the international transportation of maritime containers – including shippers, freight forwarders, NVOCCs, ocean carriers, and marine terminal operators – will need to take measures to ensure they are prepared to fulfill the new SOLAS regulatory requirement. The responsibility for obtaining and documenting the Verified Gross Mass (VGM) of a packed container lies with the shipper /supplier.

There are 2 acceptable methods to weigh the Verified Gross Mass, both the weight equipment and method of calculation is subject to the certification and approval by the competent authority of the State in which the packing and sealing of the container was completed.



Method 1 - Weighing	Using calibrated and certified equipment, the shipper or a third party duly appointed by the shipper weighs the packed container at the end of the stuffing operation once the seal is affixed.	<p>OPTION A.</p> <p>Take a loaded container over a weighbridge, subtract the weight of the truck, chassis, and fuel to get the weight of the packed container.</p>  <p>Scales must be certified and calibrated in line with the national standards of the country where the weighing occurred.</p>
Method 2 - Calculating	The shipper or a third party, by arrangement of the shipper, weighs the total sum of all the packages, cargo items, pallets, dunnage and other packing and securing material and adds the tare mass of the container (found on container door). Suppliers must complete registrations if shipping from an origin that requires you to register with local authorities in order to use Method 2 to declare the VGM.	<p>OPTION B.</p> <p>Weigh each item – including its packaging, palleting, dunnage and other packing and securing materials – going into the box. Add that sum to the weight of the container to find the weight of the packed container.</p>  <p>Container weight = Tare which shown at the container door!</p> <p>Scales must be certified and calibrated in line with the national standards of the country where the weighing occurred.</p>

VGM data must be submitted for all Full Container Load (CY) and Less than Container Load (CFS) Freight. Century will file supplier submitted VGM data with the proper carriers and terminal authorities.

It is the supplier's responsibility to review local regulations and requirements with their local port authorities to ensure compliance. If any discrepancies or violations are found within this VGM, your shipment may be delayed which also will potentially impact your Vendor service level as a result of late delivery.

In order to manage the end-to-end VGM submission, filing and acknowledgment process, Century will levy the "local" fees to all Suppliers (refer to Appendix L).

If you have any questions about this requirement, please contact your local Century office (refer to Appendix K) or Offshore.Logistics@cantire.com.

29.8 Partial Shipments

You can choose to deliver a PO shipment in more than 1 batch (i.e., with 2 or more delivery dates for a single PO) but you must deliver the entire PO quantity within the 7-day delivery window, with a separate booking for each delivery date. Use the Supplier/Product Forecast to identify planned orders that require partial shipments.

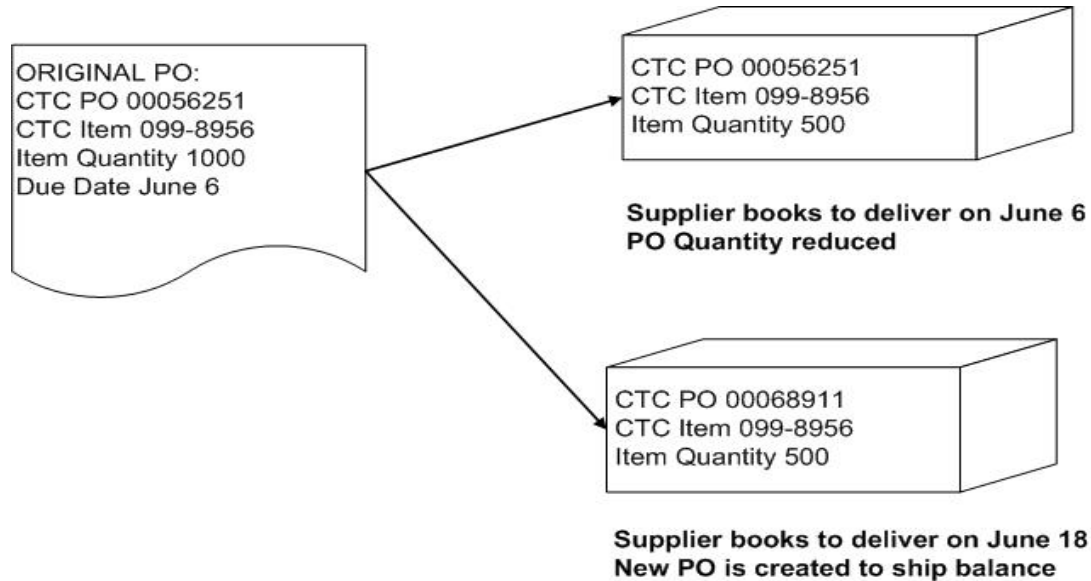
If you must ship a PO item outside the delivery window, be aware of the following:

- To avoid a negative impact on your Delivery Fill Rate (see Section 33.1.2), you must communicate any requests to deliver outside the delivery window to your RA when you identify them through the Supplier/Product Forecast. At the latest, you must communicate such requests within 72 hours of PO creation.



- The PO quantity will be reduced, and a new PO created to ship the balance, or the balance will be cancelled.
- Any existing bookings will be amended to reflect the PO change. If a new PO is created, it requires a separate booking and the Shipping Marks on the original PO must be updated to reflect this change.

Figure 27 Partial Shipment Process: Item Shipping After PO due date



29.9 Shipment Notice for Full Container (CY) Shipments

Due to container security initiatives implemented by the Canadian and U.S. Governments, Century is required to submit specific shipment information to carriers no later than 24–72 hours prior to vessel loading (dependent on port and carrier).

To meet this requirement, **you must submit the Shipment Notice, electronically, via VMS® by the “Shipment Information Due Date”** provided by Century on the booking confirmation (see Section 30.3).

► **Note**

Save all e-mail messages for reference.

You must adhere to Century’s “Shipment Information Due Date”, **not** the carrier’s shipment information due date.

If the shipment is delayed because you provide inaccurate or late information to Century, you will be held completely responsible. You may be subject to a late delivery charge from Canadian Tire (see Section 33.1.2) in addition to any handling charges or demurrage fees that the carriers may impose because of the delay.

29.10 Delivery of Full Container (CY) Shipments

Shortly after receiving a booking, Century will provide you with the Ship Order, which is required when picking up and delivering containers. Additional CY delivery procedures and Customs regulations may exist, but they vary by port and by carrier. For more information, contact your local Century office (Appendix K).

29.11 Delivery of Less-Than-Container-Load (CFS) Shipments

You must deliver all CFS cargo to your designated Century consolidation facility. For a listing of facility addresses and consolidation fees, see Appendix K and Appendix L, respectively.

If you ship CFS cargo, be aware of the following:

- Consolidated cargo is inspected upon receipt for damage and proper markings. If discrepancies are discovered, Century will consult Canadian Tire before issuing the FCR.
- The Century CFS facility will only accept cargo that is accompanied by the booking confirmation.



- In the event that damaged cargo is received from you, Century will determine if the cargo is acceptable. If it is accepted, you must sign a letter of indemnity, and accept any liability.
- You do **not** require a Shipment Notice for CFS shipments; however, all CFS shipments must be accompanied by a booking confirmation during delivery. See Appendix J to see sample booking confirmation.

29.12 Air Freight Shipments

All Air Freight shipments are completely controlled by Canadian Tire. Canadian Tire arranges Air Freight, obtains quotes, selects the Air Freight Forwarder, and debits you directly for the Air Freight charges. Century will debit you separately for all local charges. For details on these local charges, please contact your local Century Office. Century acts as the main point of contact between you, the Air Freight Forwarder and Canadian Tire. Any late shipments may be subject to delivery by Air Freight and are still subject to late delivery charges.

The Air Freight shipment process is as follows:

- 1) To request an Air Freight shipment, you must contact your Canadian Tire Category Management Team. In certain situations, Canadian Tire may also initiate Air Freight.
- 2) Once the shipment has been approved, you must use the standard procedure to submit a booking on-line (Air Freight shipments are booked as CFS freight). Include a message in the “Notes” tab, indicating that the booking is for an Air Freight shipment.
- 3) Once the booking has been confirmed, Century will advise you which Air Freight Forwarder to use. You must deliver the product directly to the Air Freight Forwarder.
- 4) You must submit the electronic Commercial Invoice via VMS® at least 24 hours before flight departure. For more information, see Section 30.1.
- 5) You must submit the Final Document Package to Century at the time of delivery of the Air Freight shipment.

29.13 Canadian Tire Delivery Window

The Canadian Tire delivery window includes the 7 calendar days prior to and including the PO due date. Shipments are considered on time when delivered within the delivery window. Any failure to deliver within this delivery window has a negative impact on your Delivery Fill Rate (see Section 33.1.2).

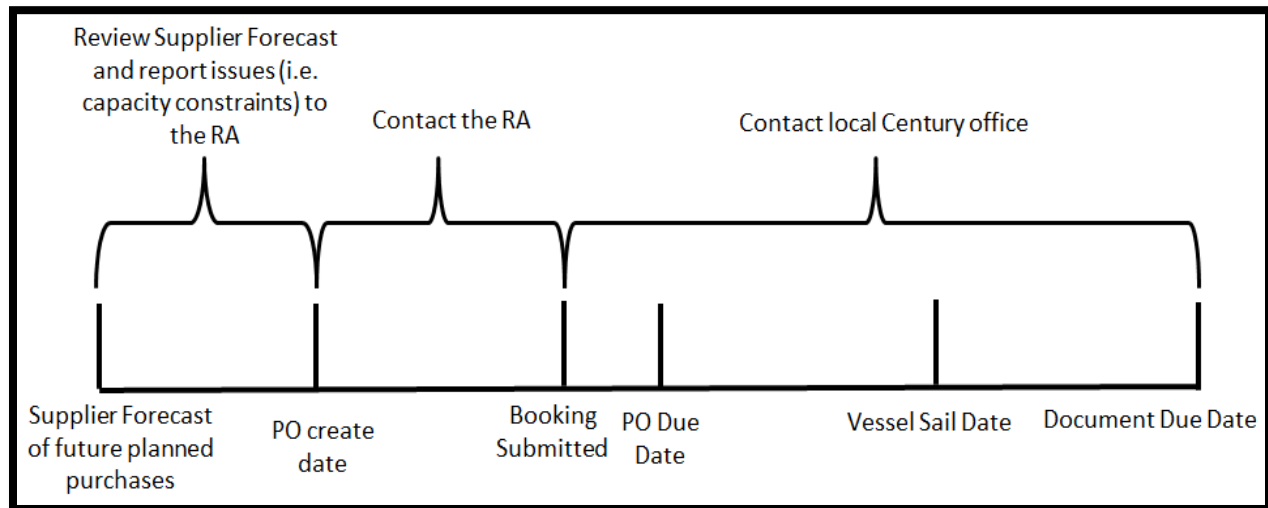
In the event that a PO is to be delivered in more than 1 batch (i.e. partial shipments), ensure that the entire PO is delivered within the Canadian Tire delivery window. Items delivered after the PO due date are considered late and will have a negative impact on your Delivery Fill Rate.

► Note

You are responsible for considering holidays (e.g., Chinese New Year) and weekends. If a booking, Shipment Notice, Delivery or Document Package is due on a holiday or weekend, ensure that it is submitted **prior** to that date.

29.13.1 Communicating Delays or Discrepancies

We expect you to deliver each PO item within the Canadian Tire delivery window. You must immediately report to Century any delays or discrepancies identified after the booking due date. You must communicate to Canadian Tire any delays or discrepancies identified prior to the booking due date. Figure 28 illustrates the process:

**Figure 28 Delivery Timeline****► Note**

In rare instances where a Century or Carrier issue causes shipment delay, you may receive a POC after the PO due date. This is an internal Canadian Tire PO management procedure. It has no effect on you.

29.14 Sample Shipments

If you want to send samples, fixtures, spare parts, or replacement boxes (not containing saleable product), you must ship them via **courier** to Canadian Tire's Home Office in Canada. You must **not** ship them in a container with Canadian Tire products. Due to Customs compliance concerns, ALL samples are to be customs cleared and customs accounted for by the Vendor. Sample shipments are to be shipped in your name. Canadian Tire will not be held accountable as the Importer of Record (IOR) for sample shipments. In many cases a courier will arrange for the customs clearance but not the customs accounting of sample shipments. It is the Vendor's responsibility to ensure that the samples are shipped DDP (Delivered Duty Paid) and that this is reflected on the shipping and customs documents. The Vendor is also responsible to provide the contact information for their customs broker. If you do not have a customs broker, prior to shipping the shipment you need to assign a broker. If you wish you can use the services of Livingston by contacting SBS-NRI@livingstonintl.com. They will arrange for a non-resident account for purposes of customs release and accounting. This relationship will be established between you the Vendor and Livingston International.

To avoid delays in customs clearance you need also provide contact information for someone in your company and when possible Canadian Tire. These contacts should be aware of the shipment information. The Vendor also needs to ensure that documents provide a clear description of the products and a fair market value that reflects the actual cost if the product was sold under regular conditions (i.e. \$0.00 or \$1.00 is not acceptable). If customs determines that goods are undervalued, they will request a revised value or assign a value. Undervaluation is one of many conditions considered non-compliance and penalties may be assessed.

Any additional cost incurred due to non-compliance will be to the Vendors account.

If you ship any such items, as noted above, with regular shipments, Canadian Tire will extract them from the container and deliver them into the custody of Queen's Bond, which is operated by the Canada Border Services Agency (CBSA). Any surcharges, Customs fees, or courier fees that Canadian Tire incurs as a result will be charged back to you. **In addition, a USD \$2,500 Fine will be levied against you.**

29.15 Quality Engineering

For details relating to Canadian Tire's requirements for product quality, please see Section 9 of the Guide. If you require additional information, please contact your Category Management team directly for further assistance.



29.16 Collection of Manufacturing and Stuffing Location Information

The collection of manufacturing and stuffing location information from Vendors is to ensure that Canadian Tire is able to comply with current and future Customs requirements, as specified by U.S. Customs and Border Protection. Canadian Tire requires that this information be provided for every product which is purchased from an offshore FOB port.

To provide the manufacturing and stuffing location information, the booking user will need to input the data once a booking has been created (see Adding Manufacturing and Stuffing Location in the VMS® Supplier Manual).

Manufacturing Location

This is the location where the item was manufactured. If the item is manufactured in more than one factory, then the manufacturing location is where the most value is added as part of the manufacturing process.

Stuffing Location

This is the location where the items were loaded into the shipping container. This field is only required for full container or mixed full container shipments (CY). For CFS or LCL shipments, this location is the Century consolidation facility.

30 DOCUMENTATION

Canadian Tire requires that you provide timely and accurate documentation for the products you ship to us. There are 3 critical events in the Supply Chain process that trigger the submission of documents: Booking, Delivery and Shipment. This section describes the documentation that should accompany the shipment itself (Booking and Delivery documentation is discussed in Section 29.7.1 Booking Documentation and Shipment Notice documentation is discussed in Section 29.9 Shipping Notice for Full Container (CY) Shipments) You must generate all documents electronically, using the Canadian Tire document templates, and must complete all of the fields in the templates. Canadian Tire will not accept hand-written documents. For templates and samples, see Appendix M and Appendix N. **Please address the completed templates to the attention of *Canadian Tire Team*, and deliver them to the Century office for the given port.** For a list of Century office addresses, see Appendix K.

30.1 Final Document Package

You must deliver Shipment documentation, referred to as the Final Document Package, to Century's Origin Office **no later than 5 calendar days after Load Port vessel sail date** (feeder vessel, not mother vessel).

You are accountable for providing a complete and accurate set of documents upon the initial submission to Century. There is an **automatic USD \$200 Fine for a late or inaccurate document submission** (see Section 33.2). If the documentation differs from what was actually loaded and shipped, CBSA has the right to detain products or refuse them entry into the commerce of Canada. If this happens, Canadian Tire will forward any cost it incurs to you.

► Note

You are responsible for considering holidays (e.g., Chinese New Year) and weekends. If a booking, Shipment Notice, Delivery or Document Package is due on a holiday or weekend, ensure that it is submitted **prior** to that date.

Century will issue an FCR for each Final Document Package you provide once the goods have sailed, and they are in receipt of complete and accurate documents.

A Final Document Package is required per shipment, per FCR Destination (see Table 18). The FCR Destination is based on the Port of Discharge (POD). If you have any questions about your Final Document Package submission, please contact the Offshore Systems & Support Team at offshore.logistics@cantire.com.

30.1.1 Dual Source Documents

Canadian Tire allows Vendors to “dual source” their Final Document Package. For example, a Vendor is permitted to send the electronic Commercial Invoice from North America and submit the remaining documents from the factory offshore. However, Vendors utilizing this method must include a note detailing the contact information of the party responsible for providing the remaining documents. Both parties must include this note to serve as a cross-



reference. All documents must be submitted to your Century Origin Office. A Vendor is permitted to send some documents from North America and the remaining documents from the factory offshore.

30.1.2 Air Freight Documentation

For an Air Freight shipment, you must submit the electronic Commercial Invoice via VMS® at least 24 hours prior to flight departure.

The Final Document Package is due at the time of delivery of shipment. For any product containing untreated wood packing or manufactured with untreated wood products, an original copy of the Phytosanitary Certificate is also required (except for shipments from China). For detailed requirements for wood packaging, see Section 29.3.

30.2 Inland Transportation Documentation

In order to comply with Government of Canada requirements for deducting inland transportation costs from the value for duty of imported product, all Offshore Vendors must provide Canadian Tire with the following information:

- inland transportation costs per FCR
- inland transportation (trucking) invoices (**photocopies** of original documents)
- All terminal handling costs (THCs) per FCR or per container

► Note

Vendors supplying Canadian Tire with duty free products must also comply with these requirements.

In the Commercial Invoice, the Initial Inland Transportation Costs must be included in the 'Costs incurred from the place of direct shipment to Canada' section in the 'Transportation' box. The 'Currency' drop down should be selected to match the same currency that appears on the inland transportation (trucking) invoice. Final Inland Transportation Cost and Currency must be submitted in VMS® along with the summary sheet and photocopy(ies) of original trucking invoice. Please refer to Chapter 11 of the VMS® Vendor Manual for support in submitting final inland transportation costs and documents.

► Note

Canadian Tire defines inland transportation costs as the cost of transporting finished goods from the place of direct shipment to the FOB Load Port, which also includes terminal handling changes.

Sending hardcopy or scanned copy of inland transportation invoice can be completed any time after the Commercial Invoice has been submitted, but no later than 45 days after Load Port vessel sail date.

► Note

The electronic Commercial Invoice will not be accepted without the inland transportation cost, and this could lead to late document Fines, delays to the Vendor payment process, or both. The VMS® system will allow Vendors to easily access all FCRs having an associated inland transportation cost.

Please address the completed inland transportation documentation (see Section 30.3) to the attention of **Canadian Tire Team**, and deliver them to the Century office for the given port as listed in Appendix K. The documents can also be scanned and emailed. For further clarification on Canadian Tire's inland transportation costs, please contact the Offshore Systems & Support Team at offshore.logistics@cantire.com.



30.3 Required Documents Chart

Table 17 Required Documents Chart

Event	Documents Required	Medium	Other Instructions	Submission Window
Booking	Shipping Marks Form	On-line via VMS®	Input Shipping Marks in booking module	7-21 calendar days prior to PO Due Date and by 4:30pm local time; containers released no earlier than 7 calendar days prior to PO Due Date
	IMDG Dangerous Goods Transport Documentation (if applicable)	Hard Copy or Scanned and emailed		
	Material Safety Data Sheet (if applicable)	Hard Copy or Scanned and emailed		
	Electronic Certificate of Conformity (eCoC)	On-line via VMS®	Input Certificate of Conformity in booking module	
Delivery CY	Shipment Notice for CY shipments (must be submitted by the Shipment Information Due Date)	On-line via VMS®		By Shipment Information Due Date (found on Century Booking Confirmation)
Delivery CFS	Booking confirmation	Hard Copy, or Scanned and emailed	1 Copy	Century provides within 24 hours of receipt of complete and accurate booking
Shipment (Final Document Package; see Note 2 below)	Commercial Invoice (see Note 1 below)	On-line via VMS®		No later than 5 calendar days after Load Port Vessel Sail Date (feeder vessel, not mother vessel)
	Qualified Exporters Statement of Origin (ESO) or Form A if goods originate from: • Bangladesh • Cambodia • Myanmar (Burma) • Philippines • Sri Lanka • Vietnam	Hard Copy, or Scanned and emailed	1 Original, 1 Copy	
	B255 Form	Hard Copy, or Scanned and emailed	Textiles and Apparel if originating in a Least Developed Country: 1 Original, 1 Copy	
	Export License (must be surrendered to Century before the shipment is loaded onto vessel)	Hard Copy, or Scanned and emailed	Agricultural and food products, ammunition and other weapons only; 1	
	Invoice Description For Footwear	Hard Copy, or Scanned and emailed	Footwear only: 1 Original, 1 Copy	
	VIN Form	Hard Copy, or Scanned and emailed	Motorized Vehicles only: 1 Original, 1 Copy	
Shipment (Inland Transportation Documentation)	Phytosanitary Certificate (see Note 3 below)	Hard Copy, or Scanned and emailed	Untreated wood only: 1 Original, 1 Copy	45 calendar days after Load Port Vessel Sail Date (feeder vessel, not mother vessel)
	Inland Transportation Cost Summary Page	Hard Copy, or Scanned and emailed	1 Original	
	Inland Transportation (Trucking) Invoices	Hard Copy, or Scanned and emailed	1 set of photocopied invoices	

*** See Appendix N for detailed instructions on completing the Final Document Package.**

► **Note**

Vendor is required to submit the commercial invoice no later than 5 days after Load Port vessel sail date (feeder vessel, not mother vessel).

► **Note 1: Commercial Invoice**

Goods qualifying under a Free Trade Agreement (FTA) or Preferential Trade Agreement (PTA) can benefit from the reduction or elimination of tariff duties. You must provide FTA Origin Certificates, Exporter's Statement of Origins or Form A Certificates for all qualifying goods. You must provide any changes, additions, or deletions to a blanket or with shipment Certificate of Origin immediately, to Canadian Tire's department at customsauditors@cantire.com. In the event that CBSA does an audit on a FTA or PTA certificate and the information is found to be incorrect, any additional duties, Fines and/or penalties will be against the Vendor.

**For more information on Free Trade Agreements:**

Canada -Korea: <http://www.cbsa-asfc.gc.ca/publications/forms-formulaires/bsf760-eng.html>

Canada- Honduras: <http://www.cbsa-asfc.gc.ca/publications/cn-ad/cn14-021-eng.html>

Canada-Panama: <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-5-11-eng.html>

Canada-Jordan: <http://www.cbsa-asfc.gc.ca/publications/forms-formulaires/bsf303-eng.pdf>

Canada -Colombia: <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-5-9-eng.html>

Canada-Peru: <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-5-8-eng.html>

Canada-European Free Trade Association: <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-5-7-eng.html>

Canada-Costa Rica: <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-5-3-eng.html>

Canada-Chile: <http://www.cbsa-asfc.gc.ca/publications/forms-formulaires/b240-eng.html>

Canada-Israel: <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-5-6-eng.html>

Canada-European union Comprehensive Economic and Trade Agreement: <https://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-5-15-eng.html>

Canada-Ukraine: https://international.gc.ca/trade-commerce/trade-agreements-accords-commerciaux/agr-acc/ukraine/index.aspx?lang=eng&_ga=2.47138407.1906366023.1556281332-1441199863.1551183033

For more information on Preferential Agreements visit <http://www.cbsa-asfc.gc.ca/publications/dm-md/d11/d11-4-4-eng.html>

Creation of Invoice number for submitting Commercial Invoice must meet the following guidelines:

- This is Vendors' own internal number; it must match the Invoice # on the Shipment Notice(s) and all other documents.
- A Minimum of 5 (alpha numeric) must be used to create your invoice number
- A Maximum of 12 characters (alpha numeric) must be used to create your invoice number
- All invoice numbers must be created without spaces or dashes (“-”) or other characters

► Note 2: Final Document Package

If tires (excluding bicycle tires) are being shipped to Canadian Tire, the entry documentation must contain the manufacturers written or stamped declaration that the tire was manufactured to comply with the applicable Canadian Motor Vehicle Safety Standards.

Natural Resources Canada requires Vendors to provide specific information when importing regulated energy-using products (e.g. air conditioners, humidifiers, and selected lighting) into Canada. To facilitate this requirement, you must ensure that the model number of the product (for motors, the unique motor identifier or UMI is required) is included in the “FCR Description” field on the Commercial Invoice. For a complete product list and additional information, see Importer’s Corner on the Natural Resources Canada web site at <https://www.nrcan.gc.ca/energy/efficiency/products/12509>. Any power sport machine shipments (e.g. all-terrain vehicles (ATVs), dirt bikes, gas scooters, snowmobiles, etc.) must be accompanied by a vehicle identification number (VIN) Form in the Final Document Package

Note 3: Phytosanitary Certificate

Wood products must meet the requirements of the CFIA Policy D-02-12 “Import Requirements of non manufactured wood and other non-propagative wood products, except solid wood packaging material, from all areas other than the continental United States.”

Highlights of CFIA Policy D-98-08

- Most wood products greater than 1.5cm in diameter must have a phytosanitary certificate to be imported into Canada
- All products containing bark must receive approval prior to importing into Canada



Wood packaging material or pallets are classified, as untreated wood that exceeds a thickness of 6 mm. Vendor must meet the requirements of the CFIA Policy D98-08 “Entry Requirements for Wood Packaging Materials Produced in Other Areas Other Than the Continental United States.”

Highlights of CFIA Policy D-98-08

- All wood packaging materials or pallets must be marked with an ISPM stamp or logo (this is also referred to as the IPPC symbol for treated wood packaging materials) and be accompanied by a valid Phytosanitary Certificate. Phytosanitary Certificates must have the ISPM/IPPC stamp on the document to serve as cross reference.

For more information:

- D02-12: <http://www.inspection.gc.ca/plants/plant-pests-invasive-species/directives/forestry/d-02-12/eng/1488215831209/1488215831755>
- D98-08: <http://www.inspection.gc.ca/plants/plant-pests-invasive-species/directives/forestry/d-98-08/eng/1323963831423/1323964135993>

For more information, see Section 29.3.1.

30.4 Canadian Tire—FCR Destinations Chart

You must select the appropriate FCR Destination when completing the Shipment Notice. The following table shows the FCR Destinations affiliated with each Canadian Tire port of discharge, which is provided on the PO.

Table 18 Port of Discharge (POD) – FCR Destination Chart

Port of Discharge (POD)	FCR Destination
Vancouver	Vancouver, BC., Canada
Halifax	Halifax, NS., Canada
Montreal	Montreal, PQ., Canada

31 CANADIAN TIRE INVOICES

See Section 11 of the Guide for further details on submitting invoices to Canadian Tire.

32 CENTURY INVOICES

Preferred rates are negotiated with Century and are shown in Appendix L. All Vendor service charges billed by Century are due within 7 calendar days of the vessel sail date, and invoices must be paid in the currency stated on the invoice. The charges shown in Appendix L are subject to change without any notice, so please contact your Century Origin Office for the most current Vendor service charges.

33 SUPPLIER/VENDOR COMPLIANCE PROGRAMS

Canadian Tire compliance programs help to improve in-stock situations and to ensure that the right product assortment is on the shelves of Canadian Tire Associate Stores in time to meet customer demand. These programs are designed to encourage Vendors to follow the Canadian Tire Supply Chain SOP, in order to prevent lost sales and lost customers.

33.1 Supplier/Vendor Compliance Program

The core objective of the Canadian Tire Supplier Performance Program is to encourage proactive communication, positive behaviour change and process improvement with Vendors. By measuring, tracking, and reporting your shipping performance, Canadian Tire can work proactively with you to improve service levels, and can implement a fair and consistent consequence management program for all Vendors.



The Offshore Supplier Performance Program consists of the following 4 components:

- 1) Vendor Service Level
- 2) Booking Service Level
- 3) Delivery Fill Rate
- 4) Documentation Service Level

33.1.1 Booking Service Level

A booking is a request for authorization to ship to Canadian Tire. Century uses bookings to plan and schedule timely deliveries. For late booking submission, there is an automatic USD \$200 Fine per PO, per booking due date. A booking is considered late if a complete and accurate booking is not sent at least 7 calendar days prior to the PO due date (deadline is at 4:30 p.m. local time).

Booking Fines are generated per PO, per booking due date. For example:

- Scenario I: 1 PO where all items have the same booking due date. A late booking will result in a USD \$200 Fine.
- Scenario II: 2 POs where all items have the same booking due date on a single booking form. A late booking will result in a USD \$400 Fine (USD \$200 per PO).
- Scenario III: 2 POs on a single booking Form, where each PO has 2 different booking due dates. A late booking will result in a USD \$800 Fine (USD \$200 per PO per booking due date).

You may not contest a booking Fine without the booking confirmation.

You must book with Century. Booking with any other Freight Forwarder or directly with the Carrier will result in a USD \$2,500 Fine charged to you. This also applies to Air Freight shipments.

Further to this, if a CFS-loaded container and/or shipment is delayed due to lateness, incompleteness, and/or inaccuracy of one or more Vendors' documentation for their portion of the CFS-loaded container and/or shipment, the responsible Vendors will be charged back any costs or Fines incurred as a result of the delay, including any charges incurred by any other Vendors who have product on the CFS-loaded container and/or shipment. Any additional costs or Fines incurred by Canadian Tire due to incomplete or inaccurate information about the shipment(s) or incomplete or inaccurate paperwork will also be charged back to the Vendor. This includes, but is not limited to, any additional duties, taxes, interest, Fines, and charges.

In addition to the above, the Vendor(s) responsible for the delayed container and/or shipment must comply with Century Distribution Systems' proposed action plan to ensure that the shipment is expedited as efficiently as possible.

Booking Service Level Calculation

Canadian Tire continuously monitors Vendor booking performance and the "Booking Service Level" is determined as follows:

Was the booking sent at least 7 calendar days prior to the PO due date?

Yes: Service Level = 100%

No: Service Level = 0%

33.1.2 Delivery Fill Rate

Your ability to ship POs in full, damage free and on time ensures the smooth flow of product to Canadian Tire Associate Stores. This puts Canadian Tire and you in the best position to maximize sales while effectively managing inventory.



The Delivery Fill Rate measures the timeliness and accuracy of your shipments. We expect you to keep your weekly Delivery Fill Rate at 97% or above the Weekly Vendor Fill Rate Threshold. Late or incomplete orders will be subject to a Vendor Fine when the Delivery Fill Rate falls below this minimum Weekly Vendor Fill Rate Threshold. The Vendor Fine for each late SKU is equal to 2% of the value (based on quote cost) of the late and/or missing ordered quantity. If a Fine generated is less than USD/CDN \$25, it will be waived. See below for an example of a Delivery Fill Rate Fine calculation.

To prevent negative impacts on your Delivery Fill Rate, review your Supplier/Product Forecast weekly and discuss any issues with your RA before the PO is created.

The RA is your primary point of contact for any POC. We expect you to contact your RA regarding any issues surrounding forecast fluctuations, POs and POCs. When you contact your RA to make POCs, be sure to describe in detail why a change is needed. This helps the RA understand the context behind the change. Please be aware, if you are a DO (Direct Orient) Vendor, then you must communicate the POCs to the RA and the SCOA team simultaneously. Please see the note in Section 28.3 about timely communication of POCs.

► **Note**

Any booking that is submitted late, which in turn affects the vessel sail date and the PO due date, will impact the Delivery Fill Rate.

Additional Vendor Fines may apply, including the costs of Air Freight shipments, rushing shipments, carrying costs, lost margin, and terminating promotional deals.

Century will follow up on all outstanding deliveries. You are expected to respond within 24 hours.

Weekly Delivery Fill Rate Calculation

The weekly Delivery Fill Rate is based on the PO lines measured during a specific week. It is calculated as follows:

$$\text{Delivery Fill Rate} = \frac{\text{PO quantity delivered on time} *}{\text{Expected PO Quantity}}$$

*** PO quantity is considered on time when delivered to the Port or CFS Facility by the expected PO due date.**

Delayed delivery in days – Date Delivered minus Original PO due date (OR latest CT initiated date)

The actual delivery date is always compared to the last Canadian Tire- requested PO due date and quantity change (i.e. expected PO due date and quantity). For a Vendor-initiated PO due date or quantity change, the Vendor Fill Rate is measured against the expected PO due date or expected PO quantity, **not** the date or quantity you request. For a Canadian Tire-initiated PO change, the Vendor Fill Rate is measured against the date or quantity Canadian Tire requests.

The following example demonstrates the effect of PO changes on Delivery Vendor Fines:

Original PO Information

Item	Expected PO Due Date	Expected PO Qty	Current PO Due Date	Current PO Qty
041-1212-2	03/01	300	03/01	300

Scenario I

Vendor-Initiated Change: Vendor requests a date change from 03/01 to 03/25 and a quantity change from 300 to 250 units.

Item	Expected PO Due Date	Expected PO Qty	Current PO Due Date	Current PO Qty
------	----------------------	-----------------	---------------------	----------------



041-1212-2

03/01

300

03/25

250

In the case above, the Vendor delivers the 250 units on 03/25. A Vendor Fine is levied (assuming that the Delivery Fill Rate was already below the minimum Weekly Vendor Fill Rate Threshold) because the expected PO due date is not met.

Delivery Fill Rate Vendor Fine: Calculation Examples

If the Vendor's weekly Delivery Fill Rate is below the Weekly Vendor Fill Rate Threshold, a Delivery Fill Rate Vendor Fine would be levied. As stated above, the Vendor Fine for each late SKU is equal to 2% of the value of the late or missing units (based on quote cost) of the original quantity ordered. If a Vendor Fine generated is less than \$25 (Vendor currency), it will be waived.

- If the item in the above example had a total line value on the PO of \$15,000 (i.e. product quote cost of \$50 multiplied by 300 units), the Fine would be \$300 (2% of the quote cost of the late or missing units).
- If the item in the above example had a total line value on the PO of \$150 (i.e. product quote cost of \$0.50 multiplied by 300 units), the Fine would be \$3 (2% of the quote cost of the late or missing units) Since the Vendor Fine is less than the Minimum Vendor Fine(s) Threshold it will be waived.

Scenario II

Canadian Tire-Initiated Change: Category Management Team requests a date change from 03/01 to 03/15 and a quantity change from 300 to 100 units.

Item	Expected PO Due Date	Expected PO Qty	Current PO Due Date	Current PO Qty
041-1212-2	03/15	100	03/15	100

In the case above, the Vendor delivers the 100 units on 03/15. No Vendor Fine is levied because the expected PO due date and quantity requirements are met. The expected PO due date and quantity are revised to match the current PO due date and quantity when the change is Canadian Tire-initiated.

33.1.3 Documentation Service Level

When you submit accurate and on-time Final Document Packages, Canadian Tire can confirm vital shipment information and abide by the importing regulations of the CBSA.

There is an automatic USD \$200 Fine if you provide a late or inaccurate Final Document Package to Century. A document submission is considered late if it is submitted more than 5 calendar days after Load Port vessel sail date (feeder vessel, **not** mother vessel).

The Canadian Tire document Fine is independent of any other late/inaccurate documentation Fines—levied by Century or Customs—you may be subject to.

For Air Freight shipments, Canadian Tire reserves the right to Fine you USD \$200 for the late submission of Shipment Information documentation (electronic Commercial Invoice submitted via VMS® and, if applicable, an original Phytosanitary Certificate (except for shipments from China)). This is due 24 hours prior to flight departure. The Final Document Package is due at the time of delivery. Late submission results in a USD \$200 Fine independent of any Shipment Information document Fines.

Century will follow up with you on all outstanding Document Packages. You must respond within 24 hours.

Documentation Service Level Calculation

Canadian Tire continuously monitors Vendor documentation performance. The Documentation Service Level is calculated as follows:



Was the accurate and complete documentation submitted within 5 calendar days of vessel sail date?

Yes: Service Level = 100%

No: Service Level = 0%

33.2 Fine Policy Summary

Table 19 Fine Policy Summary

Service Level	Expectation	Minimum Requirement	Consequence
Booking	Booking must be made a minimum of 7 calendar days prior to the PO due date (4:30 p.m. FOB origin time)	100%	USD \$200 per PO per booking due date
Delivery	Delivery must be made to the Port or CFS Facility by the PO due date	97% Weekly	2% of the purchase order value of the late or missing ordered quantity. If Vendor Fine generated is less than \$25 (Vendor Currency) it will be waived.
Documentation	Documents must be submitted no later than 5 calendar days after Load Port vessel sail date. Air Freight shipment documents are due at the time of delivery.	100%	USD \$200 per FCR

*** Additional Fines may apply. These include the costs of Air Freight shipments, rushing shipments, carrying costs, lost margin, and terminating promotional deals.**

► **Note**

Each Canadian Tire Vendor Number is measured separately. You can view your Vendor performance using VMS® through the Reports Module:

Reports -> Reporting -> Supplier Performance - Offshore

For more information on how to use the Reports Module refer to the VMS® Supplier Manual located under Customer Information section on the VMS® homepage.

If you have any questions related to accessing VMS® system contact the Offshore Systems Support team at offshore.logistics@cantire.com.

33.3 Universal Product Code Compliance

If we receive any product with a missing, incorrect, or non-scannable UPC, Canadian Tire will apply a UPC label to it. You will be charged for the rework at a rate of \$100 per hour, with a minimum charge of CAD \$200. Additionally, there will be a Fine levied in the amount of \$1000 (USD or CAD) per shipment for each incident.

Table 20 Rework Charges

Charge	Rate
Rework	\$100 per hour, minimum CAD \$200
Fine	\$1,000 per shipment



Before processing a Fine, Canadian Tire investigates the information available to ensure its validity. We notify you of any non-compliance penalties via e-mail and Fine your account accordingly. The Fines are collected on a regular basis.

33.4 Physical Shipment Quality and Rework

Your shipment quality is constantly monitored. Periodically, Vendor shipping errors require Canadian Tire to perform rework in order to facilitate product movement through the Supply Chain. When rework is required, it is performed by Canadian Tire and charged to the Vendor at a rate of CAD \$100 per hour, with a minimum charge of CAD \$200. For details on Shipping Requirements, see Section 29.

33.5 Border Security

You must comply with the requirements of CBSA as outlined in the Vendor Agreement as well as Supply Chain Security Requirements as detailed in the Vendor Gateway Rules. Canadian Tire will adhere to all Supply Chain security initiatives as presented by Canadian, U.S., World Trade Organization and World Customs Organization governing bodies. These include existing Canadian and U.S. initiatives such as Partners in Protection, Customs Trade Partnership Against Terrorism and Operation Safe Commerce. Costs incurred by Canadian Tire due to a Vendor's failure to comply with the requirements of the above-mentioned governing bodies will be charged back to the Vendor. This includes—but is not limited to—any additional duties, taxes, interest, and penalties.

For more information please contact Supplychainsecurity@cantire.com.

33.5.1 Supply Chain Security Requirements

As a certified and validated member of the United States Customs Trade Partnership Against Terrorism (CTPAT) and Canada's Partners In Protection (PIP) programs, Canadian Tire has partnered with both the U.S. Customs and Border Protection (CBP) and Canada Border Services Agency (CBSA) to contribute towards a free and secure trading environment.

In accordance with these programs, all Vendors moving product directly to Canadian Tire from outside Canada are required to complete an annual online Business Partner Self-Assessment (BPSA). Canadian Tire utilizes the services of BSI Group Inc. to process, store, and house Vendor assessments. The fee for each online assessment is \$150.00 USD payable to BSI Group Inc. Vendors will be provided with various purchase agreement elements including "Section G". The Supply Chain Security Requirements (Section G) provides Vendors with an overview of both CTPAT and PIP programs. Vendors are required to sign and upload this document to the Vendor Gateway system.

As global Customs Supply Chain Security requirements constantly evolve, amendments to the Section G document may be required. It is the responsibility of the Vendor to request the latest version from their CTC buying team, or, by emailing a request to supplychainsecurity@cantire.com. Vendors who have previously signed Section G contracts contained in Vendor Gateway dated prior to 2016 are encouraged to request and upload the latest version. The most recent version of the Section G document is considered binding. Any additional cost incurred due to non-compliance will be to the Vendors account. For more information please contact Supplychainsecurity@cantire.com

33.5.2 Supplier Compliance Audit Network (SCAN)

In conjunction with Section 33.5.1 (Supply Chain Security Requirements), Vendors who meet CTC's established selection criteria may be required to participate in an on-site Supplier Compliance Audit Network (SCAN) audit of their facility(s). These onsite validations will be conducted by an independent third party auditing firm on behalf of Canadian Tire. On-site validations will be set up through the SCAN Association with all associated costs being the responsibility of the Vendor.

Vendors who are selected to undergo a SCAN onsite audit will be contacted via email by CTC's Global Trade Compliance Analyst.

33.5.3 Information Technology Security

In accordance with current CTPAT Minimum Security Criteria (MSC), Canadian Tire Vendors are expected to ensure that all facilities shipping product to Canadian Tire develop written cybersecurity policy and procedures in order to protect information technology (IT) systems. Vendors are encouraged to follow the National Institute of



Standards and Technology's risk-based Framework for Improving Critical Cybersecurity Infrastructure (<https://www.nist.gov/cyberframework>).

33.6 Fine Disputes

Canadian Tire investigates all Fines before they are processed, based on the information available. Once a Fine has been generated, the Supplier Performance Team will e-mail a Fine notice to the Vendor.

Once a Fine is processed, any disputes a Vendor may wish to raise must be accompanied by sufficient detail to substantiate its claim. All claims should be submitted to the Supplier Performance Team at sp.offshore@cantire.com. Claims must be submitted to Canadian Tire within **3 months** of the Fine notification. After 3 months the Fine in question will be considered closed.



Appendix A

GLOSSARY

1-2-3 bottom box

A type of box in which the 4 flaps that make up the bottom are die cut. The large flap folds down first, followed by the 2 end panels, and then the last flap snaps into place.

810

Merchandise invoice (electronic document)

830

Supplier/Product Forecast (electronic document)

846

Inventory Inquiry /Advice (electronic document)

850

Purchase Order (electronic document)

855

Purchase Order Acknowledgement (electronic document)

856

Advance Ship Notice (electronic document)

860

Purchase Order Change Notice (electronic document)

Administrative Monetary Penalty System or AMPS

Monetary penalties to commercial clients for violating CBSA's trade and border legislation.

LINK: <http://www.cbsa-asfc.gc.ca/trade-commerce/amps/menu-eng.html>

Advanced Order Management

An order management system used at Canadian Tire to manage store orders and purchase orders.

Advance Ship Notice or ASN

An electronic packing slip that a Vendor sends to Canadian Tire. Canadian Tire uses it to receive products without having to manually type information from the Vendor.

After Sales Service Program

Canadian Tire's internally-managed warranty program to support offshore and retail branded products requiring services such as replacement parts and repairs, as well as a centralized Contact Centre.

AOM

Advanced Order Management

As-Is Program

A program allowing Canadian Tire Retailers to resell products with a disposition of Dispose at Store (Disposition code 1) returned by customers with minor defects (such as scratches and dents), and which still hold some residual value.

ASN

Advance Ship Notice

ASSP

After Sales Service Program

Automated Order Management or AOM

A Canadian Tire system that creates POs.

**Blanket NAFTA Certificate**

NAFTA Certificate of Origin. A NAFTA Certificate of Origin prepared and validated by the Vendor or Exporter. It identifies products purchased by Canadian Tire that qualify for NAFTA preferential duty rates for a period of no more than 365 calendar days.

BOL

Bill of Lading

Booking

Supplier's request for authorization to ship PO to Canadian Tire. Bookings are submitted to Century via VMS®.

Box

Corrugated Container

Box Manufacturer Certificate — Edge Crush Test

A stamp on the bottom of an RSC corrugated box that lists the corrugate, manufacturer, type of corrugate, edge crush strength, size limit, gross weight limit, city, and province of manufacture. The ECT is the preferred stack compression test.

Canada Customs Invoice or CCI

A document used by importers to clear goods through Customs in Canada. It can be used in conjunction with the Commercial Invoice. If the Commercial Invoice is used instead of the CCI, all information that would be required on the CCI must be included on the Commercial Invoice.

Canadian Tire or CTC

Canadian Tire Corporation, Limited

Canadian Tire Associate Store or Store

Canadian Tire's physical retail outlets that are branded Canadian Tire.

Canadian Tire Retailer

Canadian Tire Associate Dealers, franchisees of Canadian Tire and any other entities who own and operate a Store, who have entered into an agreement with Canadian Tire and are authorized by Canadian Tire to sell Merchandise to the public.

Carton

Corrugated Container

CBM

cubic metre or Category Business Manager

CBP

Customs and Border Protection

CBSA

Canadian Border Services Agency

CDS

Century Distribution Systems

CCI

Canada Customs Invoice

CGSB

Canadian General Standards Board

Century Distribution Systems (Century, CDS)

Century Distribution Systems is the third party logistics provider chosen by Canadian Tire to coordinate all offshore shipments of Merchandise.

Century Origin Office

Century Distribution Systems office located at or associated with the origin port from which a Supplier ships.

**CFS**

consolidated freight station (less than container load)

CHEP

CHEP is the supplier of pallets to Canadian Tire. CHEP pallets are used to store products in the AJ Billes, Calgary, and Montreal DCs, as well as the Vaughan, Montreal, and Calgary Automotive facilities.

Cheque remittance advice

Itemization of cheque amount details.

Compare Tool

An online feature that allows customers to compare various products while shopping online.

Consumer unit

Product packaged at the consumer level that Canadian Tire sells at the cash register.

Conveyor

A moving belt or rollers that transport(s) objects. At Canadian Tire, this is used to move product from a pick location to a shipping dock in preparation for outbound shipping.

Corrugated container (box, carton)

A carton or box made with linerboard and corrugated flute or medium.

Corrugated medium

Fluted portion of corrugated board.

Cross Dock

A facility at which product is merged with, or segregated from other products while in transit to a Canadian Tire DC or to an Associate Store.

CSA

Customs Self Assessment

CTC Managed Transportation

Transportation that is arranged by CTC and communicated to the Vendor through shipping instructions from CTC's transportation management system.

C-TPAT

Customs Trade Partnership Against Terrorism

Customs Self-Assessment or CSA

A voluntary accounting process with CBSA allowing approved importers a streamlined accounting and paying process for all imported goods.

Customs Trade Partnership against Terrorism

A voluntary supply chain security program led by U.S. CBP focused on improving the global supply chain with respect to terrorism, organized crime, and contraband smuggling.

CY

Container yard (full container load)

DC

Distribution centres for automotive Merchandise *and* distribution centres for general Merchandise

Defective Recovery Rate (formerly Percent in Lieu)

The rate used to determine the purchase funds to be held in reserve to offset the cost of future defective merchandise.

Delivery window

The 7 calendar days prior to and including the PO Due Date, when Suppliers are responsible for delivering their shipment at the FOB port.

Desiccant

A product that absorbs moisture. Placed in containers to protect product from moisture damage.

**Depots for Automotive**

Vaughan – 336 Courtland Avenue, Vaughan, ON (located near Toronto)

Montréal, 50A Rue Dupont, Coteau-du-lac, QC

Calgary – 6336 114th Avenue SE, Calgary, AB

Direct Ship

1. Direct Ship is a team within the transportation division that is accountable for securing transportation services and carriers to move freight from Vendors to stores. (POINT # 97 meaning)
2. Direct Ship is a product flow channel within Canadian Tire Retail that includes process such as channel enablement, order management, capacity planning, daily planning, and transportation functions to ship product directly from Vendors to stores. (POINT # 94 meaning)
3. Direct Ship is also an order type within CTR and reference a store order that is selected to flow via the direct ship channel.

Distribution Centres for General Merchandise

AJ Billes DC – 8550 Goreway Drive, Brampton, ON (located near Toronto)

Bolton DC – 8400 Healey Road, Bolton, ON (located near Toronto)

Brampton DC – 2111 Steeles Avenue East, Brampton, ON (located near Toronto)

Montréal DC – 50 Dupont Blvd., Coteau-du-Lac, PQ

Calgary DC – 6336 114th Avenue SE, Calgary, AB

Double Wall

Corrugated box made up of 3 linerboards and 2 fluted mediums

Dynamic Compression

When a box is subjected to movement (vibration, handling, stacking), it experiences additional force which is defined as dynamic compression.

Dynamic Window

The Dynamic Window refers to the time period that elapses within the first 72 hours (calendar) of PO creation. The Dynamic Window closes after the first 72-hour period has elapsed. The purchase order quantity or date finalized in the dynamic window becomes the baseline to measure Weekly Vendor Fill Rate. The baseline for the Weekly Vendor Fill Rate measurement only changes after the 72 hour period if there is a subsequent purchase order change that is initiated by Canadian Tire.

Edge Crush Test or ECT

A test measuring compressive strength of an edge or joint. Results are shown in pound force per inch before the box collapses. This is the preferred stack compression test of corrugate.

EDI

Electronic Data Interchange

Electronic commerce

Electronic commerce (e-commerce) includes the delivery of information, products, services, or payments by telephone, computer, or other automated media. More narrowly, it is business-to-consumer and business-to-business transactions conducted over computer networks, whether public (such as over the internet) or private.

Electronic Data Interchange

The electronic document transmission system through which the Vendor will, if requested by Canadian Tire, receive POs, send invoices, and such other communications as specified in the Vendor Guide or other guidelines provided to the Vendor by Canadian Tire.

Error rate

The number of shipment quality errors divided by the number of receipt lines for a Vendor for a given period of time. Canadian Tire looks at these each month.

**Ex Works**

The Vendor has the goods ready for collection at its premises (works, factory, warehouse, or plant) on the date agreed upon. The buyer arranges for transportation to bring the goods to the final destination.

EVD (Electronic Vendor Direct)

Process where the Vendor fills/ships to CTC Stores and submits a spreadsheet to Canadian Tire's corporate system for processing.

EVOR (Electronic Vendor Order Reconciliation)

Process where the Vendor fills/ships to CTC Stores and inputs product details into Canadian Tire's corporate system for processing.

FCR

Forwarder's Cargo Receipt

FCL

Full container load

FEU

40' equivalent unit

Fine(s)

Fine(s) represent a reasonable estimation of Canadian Tire's damages caused by the Vendor's failure to comply with or its breach of obligations under this Guide and not as a penalty

Fibreboard

A general term describing combined paperboard (corrugated or solid) used to manufacture corrugated containers.

Fibre mixture

Fibres produced from wood pulp and/or recycled corrugate.

Flute

Wave-shaped form described as corrugated medium, and placed between 2 linerboards to form corrugated board. Flutes are made in 4 sizes: A, C, B and E.

"A" flute has 33 flutes per foot.

"C" has 38 flutes per foot.

"B" flute has 47 flutes per foot.

"E" flute has 90 flutes per foot.

FOB

Free on Board; the seller must deliver the goods to the buyer's carrier at the port specified by the buyer.

Gateway Rules

Vendor Gateway Rules, is a document which relates to the use of the Vendor Gateway by all Vendors, as same may be modified, supplemented, or amended by CTC in its discretion from time to time.

Headspace

Empty space between the product and the top of the box.

High gloss

Any finish that adds an excess gloss or sheen to the box.

Home Office

Canadian Tire's main office in Toronto, Ontario, Canada.

Importer of Record or IOR

The importer of record is responsible for the accuracy of import declarations (B3). The IOR is also accountable for payment to CBSA of all duties and taxes on imported goods to Canada through a customs broker or as a self-clearing importer.

**In-land transportation**

Transportation of goods from the factory to the FOB port. It is the Supplier's responsibility to pay for the in-land transportation cost.

International Maritime Dangerous Goods Code

an international guideline to the safe transportation or shipment of dangerous goods or hazardous materials by water on a vessel.

Inventory Advice

An electronic document sent by the Vendor that indicates the inventory available for a product or list of products.

IOR

Importer of Record

Joint

Where 2 edges or pieces are joined together with staples, glue, or tape.

Law

Any applicable law, regulation, by-law, , statute, ordinance, code, rule, standard, decision, judgement, decree, treaty or administrative order (including without limitation any order, rule, standard or regulation of the Canadian Standards Association, Electrical Safety Authority (Ontario), Health Canada, Underwriters' Laboratory or Canadian Gas Association or other relevant Governmental Authority) of any jurisdiction in effect from time to time, including those of Canada or any province thereof, the United States of America or any state thereof, or any other jurisdiction outside of Canada or the United States of America.

LCL

Less than container load

Linerboard

The inner and outer layers of paper that form the wall of a corrugated board.

Master Carton

Corrugated container which has multiple consumer units inside of it (cartons or boxes). Can also be defined as a consumer unit if corrugated carton holds one (1) consumer unit.

Material handling

The movement, storage, or control of materials — i.e. through the supply chain.

Merchandise

Items referred to in a PO, including all materials, the component parts, and packaging.

MH10

MH10 is a shipping container marking label used by Canadian Tire; it is based on the ANSI standard North American design. The label's purpose is to uniquely identify each shipping container packed by a supplier.

Minimum Vendor Fine(s) Threshold

The minimum Vendor Fine(s) value is \$25 (Vendor currency). Fines less than \$25 (Vendor currency) will be waived.

- For Cross Dock and Direct Ship orders, the Minimum Fine Threshold value is \$200 (Vendor Currency) per week.

Moisture-resistant

Does not allow water vapour to penetrate a box or affect its contents.

MOQ

Minimum Order Quantity

NAFTA — North American Free Trade Agreement

A Trade agreement between the United States, Mexico and Canada under which products meeting specific origin criteria are permitted entry from 1 NAFTA member country to another NAFTA member country at a preferential duty rate.

**NAFTA Certificate of Origin**

A legal document required by the Canada Border Services Agency (CBSA). This certificate validates the country of origin of goods imported into a NAFTA member country, and enables an importer to import commodities qualifying under the NAFTA agreement at a reduced or duty free rate. This certificate must be available to the CBSA at the time the shipment arrives in Canada and prior to Customs release, or upon request by the CBSA.

NAVFEF

North American Vendor with Far East FOB. Payments are sent to the Vendor's North American office, but Canadian Tire takes possession of goods in Asia.

Non-Skid (or Skid-Resistant) Coating

A coating that can be applied to top or bottom of box to resist sliding.

OBL

Ocean Bill of Lading or Original Bill of Lading (both terms have the same meaning)

Ocean Carrier

A transportation company specializing in shipping goods on a vessel or boat.

Oil and grease resistance

Oil and grease resistant coatings can be applied to a box, to protect it from exterior oil and grease. Good for automotive lubricants and fluid products.

Online Assortment

Assortment of products selected by Canadian Tire for sale primarily online through Canadian Tire's eCommerce website. For clarity, Stores have the option to carry Online Assortment products for in-store sale, but these products will not be part of a Planogram.

Origin Office

Century Distribution Systems office located at—or associated with—the origin port from which a Supplier ships.

Outstanding documents

Documents that either have not been submitted or are submitted inaccurately.

Oxidation

A substance combines with oxygen to form an oxide. For example, iron oxidizes to form rust.

Package group

Each combination of quantities/package (inner & master carton quantities) levels shipped by a Vendor is assigned a package group.

Pallet

A platform with a slotted bottom, used to hold and ship cartons.

Paperboard

The broad classification of materials made of cellulose fibres, primarily wood pulp and recycled paper stock.

Partners in Protection or PIP

A voluntary supply chain security program led by Canada Border Services Agency (CBSA) focused on improving the global supply chain with respect to terrorism, organized crime, and contraband smuggling.

PIP

Partners in Protection

PO

Purchase Order

POC

Purchase Order Change

**POD**

port of discharge

PO due date

Also called Ship Date. The due date on a PO identifies the date that the Vendor is expected to ship. For Offshore Vendors, this is the date on which the Vendor has to deliver the cargo to the FOB port/CFS facility.

Poly-coated kraft-type paper

Kraft paper which has been treated with a polymer (plastic) coating that protects products from water, oil dust and grease.

PFA

Product Flow Analyst

Product Flow Analyst or PFA

The Canadian Tire team that is responsible for ensuring the flow of product from Vendors to Canadian Tire DCs.

Pulp

Fibres produced from wood pulp and/or recycled corrugate.

Purchase Order or PO

An order for Merchandise completed by Canadian Tire and exchanged with the Vendor.

Purchase Order Acknowledgement

An electronic document sent by the Vendor confirming receipt of a purchase order.

Purchase Order Change or POC

A modification to an existing Purchase Order.

Queen's Bond

A warehouse operated by CBSA that is used to store seized, forfeited, detained, abandoned and unclaimed goods before they are released or disposed of by CBSA pursuant to the Customs Act.

RA

Replenishment Analyst

Recoverable Cost

Recoverable cost is defined as all costs incurred by CTC to procure and deliver products at store, including purchase price, freight, and duty.

Regular Slotted Container or RSC

A box where all side flaps are the same length, and the 2 outer flaps are half the container's width. The outer flaps meet at the centre of the box when folded. This is the preferred design for master cartons

Replenishment Analyst or RA

The member of the Canadian Tire buying team responsible for forecasting demand, ordering, and coordinating the flow of product from Vendors to the Canadian Tire Associate Stores.

Request for Pick-up or Appointment or RPA

An electronic transmission asking for authorization to ship. Vendors must send a Request for Pick-up or Appointment at least 7 calendar days prior to the PO due date.

RPA

Request for Pick-up or Appointment

RTN

real-time notification

RTV

Return to Vendor

SCM®

Supplier Compliance Manager®

**SDQ**

SDQ is a data segment used during electronic data interchange to convey the Canadian Tire Associate Store number and order quantity in the PO.

Sensitive Information

Information that is confidential, competitive, sensitive and/or proprietary including without limitation any technical data; any information relating to marketing, business, and financial; information relating to products (including product testing); point of sale data at store or corporate level; personal information, customer information, or any credit card information, owned by or entrusted to the Corporation to:

- a) preserve competitive advantage or commercial interest (e.g., sales data)
- b) comply with legal/regulatory or contractual obligations;
- c) safeguard assets;
- d) preserve public safety; or,
- e) preserve individual privacy or safety of customers and employees.

Serial Shipping Container Code or SSCC

A standardized scannable barcode containing the following information on Cross Dock containers: the destination Canadian Tire Associate Store, SKU number and SKU quantity.

Shipment by Shipment Certificate

A NAFTA certificate that is issued every time a shipment is made.

Shipment quality rate

The metric Canadian Tire uses to measure the quality of Vendor shipments. It is the complement of the error rate (shipment quality Rate = 1 – Error Rate).

Shortfall

The excess in actual cost of defective merchandise returned over the defective recovery funds collected, on units sold in stores.

Shrink Wrap

A protective wrapping for articles of Merchandise. It consists of a clear matte finish plastic film that is wound around the articles and then shrunk by heat to form a sealed, tight-fitting package. The minimum requirement for shrink wrap is 300 gauge or 0.075mm.

Single-faced corrugate

One (1) facing or linerboard bonded to 1 side of a fluted or corrugated medium.

single wall

Two (2) facings or linerboard bonded on each side of a fluted or corrugated medium.

SKU

stock keeping unit

SOP

Standard Operating Procedures

SPS Commerce

Canadian Tire's third-party electronic commerce service provider. (SPS stands for St. Paul's Software.)

SSCC

Serial Shipping Container Code

Standard

A standard, a process, or policy that follows established Laws

Strapping

A band of plastic used to bind non-conveyable products.

**Stretch wrap**

A plastic film used to wrap palletized freight for shipping. Also known as pallet wrap. Stretch wrap must be clear, except where required for security reasons and approved as an exemption by Canadian Tire's Sourcing & Handling Optimization (Sourcing&HandlingOptimization@cantire.com).

Supplier

see also Vendor. A person or company, including affiliates and subsidiaries that may supply Merchandise to Canadian Tire from time to time. Within Canadian Tire, some groups traditionally use the term "Supplier", while other groups traditionally use the term "Vendor". Within this document, the terms "Vendor" and "Supplier" have the same meaning.

SCBC

Canadian Tire's Supplier Code of Business Conduct

Supplier Compliance Audit Network or SCAN

an industry trade association that provides a common approach to use acceptable global compliance standards to perform a facility security audit

Supplier Compliance Manager® or SCM

A web based tool designed to measure a facility's level of compliance with C-TPAT/PIP minimum security criteria. SCM and Supplier Compliance Manager are registered trademarks of British Standards Institution.

Supply Chain Discovered Damage or SCDD

Any damage that occurs from the time that CTC takes possession of the product until it is shipped from our Distribution Centre to the store. It includes damage during shipment to our Distribution Centre and discovered during the receiving processes and damage at the Distribution Centre.

Telescope Box

A box with a removable lid and base. For example, a shoe box.

Trans-load

The removal of offshore products from inbound ocean containers and their subsequent placement onto outbound trailers for rail delivery to Canadian Tire's DCs or Associate Stores or to third party facilities.

UCC/EAN 128 Barcode

The barcode standard used to describe serialized shipment container contents and destination.

U.P.C. — Universal Product Code

Manufacturing # + code + SKU #, universally recognized information, scannable by a barcode reader. Each Vendor has a distinct UPC, product prefix. A consumer unit barcode comprised of a company prefix number (6 digits) + sku number (5 digits) + check digit (developed using GS1 Canada formula).

Vendor

see also Supplier. A person or company, including affiliates and subsidiaries that may supply Merchandise to Canadian Tire from time to time. Within Canadian Tire, some groups traditionally use the term "Supplier", while other groups traditionally use the term "Vendor". Within this document, the terms "Vendor" and "Supplier" have the same meaning.

Vendor Arranged Transportation

Transportation that is arranged by the Vendor using Canadian Tire's authorized carrier(s) and communicated to the Vendor through a Microsoft Word document provided by the Direct Ship team.

Vendor Fill Rate

Measures the timeliness and accuracy of Vendor shipments. Fill Rate is measured weekly.

- $\text{Fill Rate} = \text{PO quantity delivered on time}^* / \text{expected PO quantity}$

**PO quantity considered on time when delivered by the expected PO due date*

Receipt Fill Rate

- *Measures the timeliness and accuracy of Vendor domestic shipments. Measured weekly. This measurement takes place after Vendor shipment has been received at the DC.*

**Delivery Fill Rate**

Measures the timeliness and accuracy of Vendor offshore shipments. Measured weekly. This measurement takes place after Vendor shipment has been delivered to port.

Vendor Fine(s)

Vendor Fine(s) refer to fines that are result of the Vendor not complying to CTC's shipping requirements. The Vendor is subject to a Vendor Fine if the Vendor Fill Rate falls below the Weekly Vendor Fill Rate Threshold. The Vendor Fine value is 2% of the product quote cost x the late or missing units.

Vendor Managed Transportation

Transportation where the Vendor contracts their own carriers of choice and is responsible for transportation from their facilities to CTC Stores.

Vendor Security Compliance Program

A program designed to ensure CTC's Vendors develop security processes and procedures in compliance with C-TPAT and PIP minimum security criteria to enhance the integrity of shipments at the point of origin.

Vendor Service Level

New vendor performance metric which measures purchase order quantity change volatility in the Dynamic Window. The Vendor Service Level is measured using the following equation:

Vendor Service Level = units finalized in the Dynamic Window / # of units originally requested (OR the most recent # of units requested by Canadian Tire within the Dynamic Window)

Visibility Management System®

Web-based system hosted by Century Distribution Systems and used by Canadian Tire and Supplier to exchange information relating to forecasts, POs, POCs and bookings.

VMS®

Visibility Management System®

Volatile Corrosion Inhibitor paper

Chemically treated paper that releases vapors to counteract the process of oxidation, corrosion, or rust.

VSCP

Vendor Security Compliance Program

Warehouse

see Distribution Centres for Automotive *and* Distribution Centres for General Merchandise.

water-resistant coating

Does not allow water to penetrate into the box.

WebForms

WebForms is a service provided by SPS Commerce that Canadian Tire uses to exchange electronic business transactions with its Vendors via the internet.

Weekly

Refers to the fiscal week (Sunday to Saturday) during which the Vendor Purchase Orders that were delivered to port (offshore) or received at DC (domestic) were ready to be measured on the Sunday for CTC's Vendor Compliance metrics.

Weekly Vendor Fill Rate Threshold

The minimum expected Vendor Fill Rate Threshold is the Receipt or Delivery Fill Rate below which fines will be applied. The Vendor Fill Rate Threshold is 97% for all vendors other than online assortment vendors. The Vendor Fill Rate Threshold for online assortment vendors is 100%.



Appendix B

AFTER SALES SERVICE STANDARDS

Critical Standards

Critical standards, also known as minimum standards, are required and must be met by Vendors or third parties who offer their own after sales service to Canadian Tire customers.

Type of Critical Standard	Description
Return Authorization Programs <i>(not recommended)</i>	<ul style="list-style-type: none">• Vendors who participate in a Return Authorization program must have the ability to issue Return Authorizations immediately by telephone.• Vendors who wish to partake in a Return Authorization program must provide annual reporting to Canadian Tire demonstrating that their Return Authorization process is adding value. Specific information required by Canadian Tire regarding this process will be outlined separately and may include the number of Return Authorizations requested, number of Return Authorizations issued, number of Return Authorizations rejected, etc.
Language of service & Hours of operations	<ul style="list-style-type: none">• Vendors providing after-sales service by telephone must provide assistance in both Canadian official languages - English and French (during CTC's standard hours of operations).• Standard hours of operations for call centre service are as below: Monday – Friday: 8AM to 9PM Saturday – Sunday: 9AM – 5PM Statutory Holiday: 9AM – 5PM• All vendors must employ a sufficient number of operators to adequately handle incoming call volumes in both official languages and meet CTC's standard key performance indicators as laid down further in this document•
Toll Free Numbers and Other Information	<ul style="list-style-type: none">• Vendors providing after-sales services through a call centre must employ toll free number(s) usable throughout all regions of Canada with no zone restrictions.• No Vendor or third-party service provider is permitted to establish a vanity, toll-free number, email address or URL containing the name of any retail or owned brand which is controlled or held proprietary by Canadian Tire unless they have express permission from Canadian Tire's ASSP Team in writing prior to setup. All such toll-free numbers, vanity numbers email addresses, and URLs must remain completely owned in full or revert to Canadian Tire on demand or upon the termination of business at no cost.• Any and all information (for example, customer registration, owner manuals) held, gathered, created, or stored on behalf of Canadian Tire must remain completely owned in full or revert to Canadian Tire on demand or upon the termination of business at no cost.



Type of Critical Standard	Description
Repair Turnaround Time	<ul style="list-style-type: none">• Vendors who participate in a repair program for their products must enforce a 10 calendar day turnaround period for all warranty repairs unless otherwise advised due to industry/seasonal fluctuations. Please note that this time frame does NOT include handling or transportation time.• Area coverage of service facilities must be sufficient to meet the needs of Canadian Tire Associate Stores nationwide. Steps will be taken by Canadian Tire to discard a Vendor's Repair Program if, upon auditing, it is found to have high return rates and/or poor customer satisfaction due to any of the following:<ul style="list-style-type: none">○ Insufficient area coverage○ Excessive lead times to complete repairs○ Excessive transportation damage○ Incomplete, faulty, or poor repair of products
Criteria for Repair Facility	<ul style="list-style-type: none">• Repair facilities participating in a vendor managed repair program must meet the following criteria:<ul style="list-style-type: none">○ Shipping costs for "warranty" repair items shipped to a Regional or National repair centre must be free of charge to the customer.○ Shipping costs for "out of warranty" repair items must be within reasonable parameters (taking into account both cube and weight of products being shipped)○ Time period required to ship items for repair should not exceed 5 calendar days.○ Customers and Canadian Tire Associate Stores will not be charged additional assessment fees of any kind (e.g., bench fees) for any products within the warranty period.• In order to optimize service coverage and meet the above criteria, Vendors can use some or all of the following types of repair facilities:<ul style="list-style-type: none">○ Local (servicing one or more Canadian Tire Associate Stores in a particular area). A local repair facility should be within 50 km of one or more Canadian Tire Associate Stores.○ Regional (servicing a province or region of Canadian Tire Associate Stores)○ National (servicing all Canadian Tire Associate Stores across Canada)
Notice of Service Interruption	<ul style="list-style-type: none">• The Vendor must email both the Category Business Manager and ASSP@cantire.com at least 30 days in advance of any planned changes that will interrupt service for more than 4 hours, e.g. call centre relocation, change in service provider, major service upgrades• The Vendor must email ASSP@cantire.com immediately upon discovery of any unanticipated events that have interrupted service for 4 or more hours, e.g. storms, illness, fire, equipment failure, service provider failure



Type of Critical Standard	Description
Employ a 3rd party for conducting customer satisfaction survey	<ul style="list-style-type: none">• Vendors who operate after sales service program for CTC customers must employ a third party/agency/company to conduct customer satisfaction survey on a monthly basis.• Sample size for customer satisfaction survey should be minimum 5% and recommended 10% of the total customers serviced during the period.• Survey can be conducted either on phone or personal meeting with customer. Vendor and the third party involved in the survey will be fully responsible for the customer's personal information management as per the applicable laws.• Questionnaire to be asked during the survey should be consulted with CTC before starting the survey. Without limiting any obligations or liabilities of the Vendor, CTC reserves the right to review and/or reject any such questionnaire.
Monthly reporting and periodic service meetings	<ul style="list-style-type: none">• Vendors who operate after sales service program for CTC customers must provide reports on the numbers and standards of service provided to customers.• Frequency of these reports will be monthly.• Standard formats of these reports will be provided by CTC and will include, without limitation, repair turnaround times, visibility on beyond economic repairs, spare parts usage, and types of defects.• Vendor should be able to comply with any new data requirement as requested by CTC.• Vendor's service team and CTC ASSP team to have periodic review of the service operations on mutually agreed frequency.

**Preferred Standards**

Preferred Standards are desirable but not required. Vendors and third party service providers are encouraged to adopt these standards.

Type of Preferred Standard	Description
Service Language Ratio	<ul style="list-style-type: none">• Vendors should provide customer service in both French and English.<ul style="list-style-type: none">○ Where a single Customer Service Representative is required to adequately service calls, that person should be bilingual (French and English).○ Where two Customer Service Representatives are required to adequately service calls, at least one of them should be bilingual (French and English).○ Where three or more Customer Service Representatives are required to adequately service calls, at least 25% should be French-speaking or bilingual (French and English).
Abandonment Rate	<ul style="list-style-type: none">• The Abandonment Rate is defined as the percentage of callers who hang up or whose calls were dropped before an agent answers the call, or before the customer makes a selection in an IVR (interactive voice response) unit.• A Vendor providing call-centre support should strive for a target Dropped Call or Abandoned Call rate of less than 5%, or an Answer Rate of more than 95%.
Average Speed of Answer	<ul style="list-style-type: none">• The average speed of answer is defined as the average amount of time that a customer waits in a queue before being greeted by an agent• The average speed of answer rate should follow the 80/30 rule, whereby 80% of calls are answered within 30 seconds or less.
High Volume and After-Hours Treatment	<ul style="list-style-type: none">• Vendors should employ some form of message centre or voicemail system to deal with high volume or after-hours customer calls. High Volume and After-Hours messages should indicate a specific measure of call responsiveness, or quote hours of operation. (e.g. “Your message will be returned within X hours”) in both English and French
Customer Relationship Management (CRM) System	<ul style="list-style-type: none">• Retail/Private brand Vendors with call centres should employ a Customer Relationship Management (CRM) system with reporting capabilities in the event that detailed reporting is requested by Canadian Tire.
Warranty Replacement Parts and Part Turnaround Time (PTAT)	<ul style="list-style-type: none">• Vendors supplying parts within the stated “warranty” period should do so at no cost to the customer with a turnaround time of two (2) business days plus transportation time for each order.
Continuity of Supply and Service	<ul style="list-style-type: none">• Vendors should be willing to provide a “Continuity of Service” for out of warranty products, including call centre support, parts availability, and repair service. (“X” # of years support for out of warranty products. “X” to be determined by the Category Business Manager.)



Appendix C

PACKAGING RESOURCES

Resource	Website
ASTM International	www.astm.org
Canadian General Standards Board (CGSB)	http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/index-eng.html
Corrugated Packaging Alliance	www.corrugated.org
European Federation of Corrugated Board Manufacturers	www.fefco.org
Fibre Box Association	www.fibrebox.org
IHS Canada	canada.ihs.com
International Safe Transit Association	www.ista.org
Pulp and Paper Dictionary Online	www.paperonweb.com/dict.htm
Railway Association of Canada	www.railcan.ca
Technical Association of the Pulp and Paper Industry (TAPPI)	www.tappi.org



Appendix D

PACKAGING REFERENCES

Name	Canadian General Standards Board (CGSB)
Contact	Gatineau, Canada K1A 1G6 Tel: 819-956-0425 or 1-800-665-2472 Fax: 819-956-5644 http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb/index-eng.html
Documents	Corrugated Fibreboard Products Document Number: CAN/CGSB 43.22-2001, Canadian General Standards Board 01-Oct-2001

Name	International Safe Transit Association (ISTA)
Contact	1400 Abbot Road, Suite 160 East Lansing, Michigan 48823-1900 USA Tel : 517-333-3437 Fax : 517-333-3813 www.ista.org
Documents	ISTA 3A

Name	Railway Association of Canada
Contact	99 Bank Street, Suite 901 Ottawa, ON K1P 6B9 Tel: 613-567-8591 Fax: 613-567-6726 www.railcan.ca
Documents	Railway Association of Canada Classification RAC-6000 A & B — Packaging Standards, Rule 41



Name	Technical Association of the Pulp and Paper Industry (TAPPI)
Contact	15 Technology Parkway South, Suite 115 Peachtree Corners, GA 30092 Tel: 770-446-1400 or 1-800-446-9431 Fax: 770-446-6947 www.tappi.org
Documents	Flat Crush Test of Corrugated Board (Flexible Beam Method), Document Number: TAPPI T808 Edgewise Compressive Strength of Corrugated Fiberboard (Short Column Test), Document Number: TAPPI T811 Ply Separation of Solid and Corrugated Fiberboard (Wet) Document Number: TAPPI T812 Edgewise Compressive Strength of Corrugated Fiberboard Using the Clamp Method (Short Column Test) Document Number: TAPPI T839

**Appendix E****CANADIAN TIRE CONTACTS****Canadian Tire Main Switchboard:** 416-480-3000

Canadian Tire Home Office Address: 2180 Yonge Street
P.O. Box 770, Station K
Toronto, Ontario, M4P 2V8
Canada

Finance	
Vendor Support	905-465-6000 ext. 35544 Vendor.Support@cantire.com
CTC Merchandise Payables	905-465-6000 ext. 35531 accountspayable@cantire.com
CTC Flex Billing/FMA Payables	905-465-6000 ext. 35553 FLEXINQUIRIES@cantire.com
CTC Non-Merchandise Payables	905-465-6000 ext. 35572 ExpensePayables@cantire.com
Electronic Commerce	
Electronic Commerce	ecommerce@cantire.com
SPS Commerce (WebForms)	888-739-3232 customersupport@spscommerce.com
Physical Shipping Requirements	
Supply Chain Solutions Team	Supplychainsolutions@cantire.com
Pallet Coordinator, All Canadian Tire DC's	dcpalletcoordinator@cantire.com
Transportation Inquiries	
Product Flow Analyst (RPA)	prodflow@cantire.com
Product Flow Analyst (Appointment Scheduler)	appointments@cantire.com
Transportation Service Desk — CDN Shipments	905-792-4958 or toll free: 1-800-387-9045 utrsd@cantire.com
International Transportation Department — U.S. Shipments	905-792-4939 (Phone) utraf@cantire.com
Vendor Compliance Programs	
Supplier Performance North America and Cross Dock Offshore Shipment Quality and UPC Direct Ship	416-480-3225 SP.NorthAmerica@cantire.com SP.Offshore@cantire.com SP.ShipmentQuality@cantire.com SP.DirectShip@cantire.com
Chep Pallets	dcpalletcoordinator@cantire.com
International Carrier Compliance	utraf@cantire.com
Customs Department	csacompliance@cantire.com
Free Trade Agreement Certificate Requirements	NAFTA@cantire.com
AMPS	customs.auditors@cantire.com
Vendor Security Compliance	supplychainsecurity@cantire.com
Physical Shipment Quality/Rework: Merchandise Preparation Department	
AJ Billes DC Rework	905-790-1800 ext. 5714 or 5016
Bolton Inbound	BoltonInbound@cantire.com
Montreal DC	RegionalOperations@cantire.com
Montreal Depot 55	MDCAHPINBOUND@cantire.com and cc: EAPSUPPORTCTRCTC@cantire.com



Montreal (Tires)	MDCTIRESINBOUND@cantire.com
Calgary DC (GM)	RegionalOperations@cantire.com
Calgary Depot 83	CGYAHPI inbound@cantire.com and cc: EAPSUPPORTCTRCTC@cantire.com
Vaughan Depot 51	EAPINBOUND@cantire.com and cc: EAPSUPPORTCTRCTC@cantire.com
Receiving Coordination Office, AJ Billes DC	905-790-1800 ext. 5076
Receiving Coordination Office, Brampton DC	905-792-2740 ext. 4236



Appendix F RECEIVING HOURS

Distribution Centres for General Merchandise

Location	Time Zone	Receiving Hours
AJ Billes DC (DC 05)	Eastern Time	Mon–Sun: 06:00 to 23:00
Bolton DC (DC 04)	Eastern Time	Mon–Sun: 06:00 to 23:00
Brampton DC (DC 03)	Eastern Time	Mon–Sun: 06:00 to 23:00
Calgary DC (DC 07)	Mountain Time	Mon–Wed: 00:00 to 00:00 Thurs: 00:00 to 23:30 Fri: 06:30 to 23:30 Sun: 20:00 to 00:00 Mon–Fri 07:00 to 15:00 (appointment)
Montreal DC (DC 08)	Eastern Time	Mon–Fri: 06:00 to 15:00 (inbound) Sat: 06:00 to 16:30 (inbound) Mon–Fri: 08:00 to 16:30 (appointment)

Depots for Automotive

Location	Time Zone	Receiving Hours
Calgary (Depot 83)	Mountain Time	Mon–Fri: 07:00 to 14:00
Montreal (Depot 55)	Eastern Time	Mon–Fri: 07:00 to 14:00
Vaughan (Depot 51)	Eastern Time	Mon–Fri: 07:00 to 12:00

**Appendix G VENDOR DISCREPANCY FORM****CANADIAN TIRE CORPORATION —
VENDOR DISCREPANCY FORM**

VENDOR: _____ **REQUEST DATE:** _____
ATTENTION: ACCOUNTS RECEIVABLE DEPT **FAX #:** _____
PURCHASE ORDER #: _____ **CARRIER/TRAILER #** _____
C.T.C. WORKSHEET #: _____

TO BE COMPLETED BY C.T.C. COORDINATION OFFICE

CTR PRODUCT #	VENDOR'S P/N #	PACKING SLIP #	PACKING SLIP QUANTITY	QUANTITY RECEIVED

COMMENTS: PLEASE INCLUDE A COPY OF THIS FORM WITH YOUR FAX RESPONSE

Please credit for shortage _____ Received wrong goods _____

Please bill for overage _____ Received damaged goods _____

COMPLETED BY: **CANADIAN TIRE CORPORATION, LIMITED**xxxxxxx@cantire.com (please include PO #, CTR worksheet number and product in all e-mail correspondence).

FAX# 905-790-xxxx PHONE: 905-790-xxxx LOCATION: A.J. BILLES D.C.

NOTE: IF PROOF OF DELIVERY OR PROOF OF PICK-UP IS NOT RECEIVED WITHIN 10 WORKING DAYS OF THIS NOTICE, THIS DISCREPANCY IS DEEMED TO BE CORRECT, AND NO FURTHER RECOURSE WILL BE AVAILABLE TO THE VENDOR.

PLEASE SEND FAX TO

PLEASE INCLUDE A COPY OF THIS FORM WITH YOUR FAX



Appendix H CANADIAN TIRE AUTHORIZED PORTS

► Note

Only Century-supported authorized ports appear on this list.

“Average Transit Lead Time (Days)” is the approximate transit time from the Load Port to the Canadian Tire DCs in Toronto.

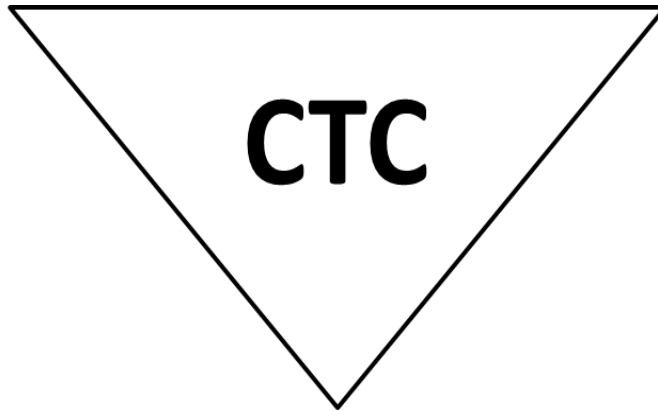
COUNTRY	FOB PORT	SHIPMENT TYPE	Actual Transit Leadtime (Days) POL to POD - Vancouver (based on 4th quarter 2018 arrivals)	Average Transit Leadtime (Days) POL to POD - Halifax
BANGLADESH	Chittagong	CFS & CY	46	
CAMBODIA	Sihanoukville	CY	38	
	Phnom Penh	CY	36	
CHINA	Dalian	CFS & CY	25	
	Fuzhou	CFS & CY	30	
	Gongyi	CY	33	
	Huangpu	CY	29	
	Ningbo	CFS & CY	23	
	Qingdao	CFS & CY	30	
	Shanghai	CFS & CY	24	40
	Xiamen	CFS & CY	28	
	Xingang	CFS & CY	27	
	Shenzhen	CFS & CY	26	42
	Zhongshan	CY	30	
HONG KONG	Hong Kong	CFS & CY	27	
INDIA	Cochin	CFS & CY	45	
	Nheva Sheva (Mumbai)	CFS & CY	50	
	Kattupali	CFS & CY	44	
INDONESIA	Jakarta	CFS & CY	40	
	Surabaya	CFS & CY	38	
	Semarang	CFS & CY	33	
KOREA	Busan	CFS & CY	24	
MADAGASCAR	Toamasina	CY	54	
MALAYSIA	Pasir Gudang	CY	40	
	Penang	CY	28	
	Tanjung Pelepas	CY	32	
	Port Kelang	CFS & CY	32	
MYNAMAR	Yangon	CY	45	
PAKISTAN	Karachi	CY	38	
PHILIPPINES	Manila	CFS & CY	44	
SINGAPORE	Singapore	CY	28	
SRI LANKA	Colombo	CY	25	
TAIWAN	Kaoshuing	CFS & CY	25	
	Keelung	CFS & CY	26	
	Taichung	CY	27	
THAILAND	Bangkok	CFS & CY	32	
	Laem Cha bang	CFS & CY	32	
UNITED ARAB EMIRATES	Jebel Ali	CY	47	
VIETNAM	Hai Phong	CY	30	
	Ho Chi Ming City	CFS & CY	32	
	Danang	CY	25	
	Qui Nhon	CY	41	



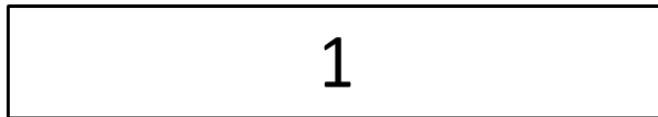
OTHER COUNTRIES				
COUNTRY	FOB PORT	SHIPMENT TYPE	Actual Transit Leadtime (Days) POD - Halifax to Central DC	Actual Transit Leadtime (Days) POD Montreal to Central DC
BULGARIA	Varna	CY	47	
CROATIA	Rijeka	CY		50
FRANCE	La Havre			
GERMANY	Hamburg	CY/ CFS		39
GREAT BRITAIN	Felixstowe	CFS & CY		37
	Liverpool	CFS/CY		21
ISRAEL	Haifa	CY	29	
ITALY	Livorno	CY		62
LITHUANIA	Klaipeda	CY		41
NETHERLANDS	Rotterdam	CY		31
SPAIN	Valencia	CY	19	
UKRAINE	Odessa			



Appendix I SAMPLE MASTER CARTON MARKING



085-3040-4
02280283



CANADA

840

Made in: CHINA / Fabriqué en: CHINE



Appendix J SAMPLE BOOKING CONFIRMATION

CENTURY SHENZHEN - NINGBO BRANCH			
BOOKING CONFIRMATION			
BOOKING NUMBER	: CTCVANJ12345NB0	CONSIGNEE:	CANADIAN TIRE CORPORATION
FROM	: Ruby Cao	PHONE#	: 0574-81859369
TO	: Jenny Doe		
EMAIL ADDRESS	: jenny.doe@vendor.com		
PHONE#	: 0123-82012345	FAX#	: 0123-82012344
VENDOR CODE / NAME	: 1234 / Vendor Name Ltd.		
CONTACT	: John Smith	PHONE#	416-123-4356
EMAIL ADDRESS	: john.smith@vendor.com	FAX#:	
ADDRESS	: 1234 Street Name Rd, ON, M9M 2X2	DESTINATION:	Vancouver BC
WAREHOUSE CONTACT#	: Mr. Vendor Lu / (86) 574-81234567		
BOOKING INFORMATION			
FREIGHT TYPE	: CFS/CY	EST. CARGO DELIVERY DATE	: 07/21/2014
PORT OF LOADING	: Ningbo	PORT OF DISCHARGE	: Vancouver BC
FINAL DESTINATION	: Vancouver BC		
BOOKING RECEIPT DATE	: 07/10/2014	BOOKING CONFIRM DATE	: 07/09/2014 03:07 PM
LAST AMENDMENT DATE	: 07/23/2014 04:45	PRINT DATE	: 07/11/2014 11:08 AM
SOLID WOOD PACKING	: No	EXPORT LICENSE REQUIRED	: No
SHIPMENT / VESSEL INFORMATION			
INTENDED VESSEL/VOY.	: A VESSEL / 001E		
CLOSING DATE / TIME	: 07/26/2014 22:00		
SHIPPING INSTRUCTION CUTOFF DATE / TIME	: 07/24/2014 22:00		
SHIP MODE	: OCEAN		
ETD	: 07/26/2014		
CARRIER SO#	:		
PRE-ISSUED FCR: NO.	: CTCJ12345NB014		
10+2 Information			
Stuffing			
Ningbo GaoXin Logistics Co., Ltd. Chuang Ye 6th Road West District of Ningbo Free Trade Zone NINGBO, CN			
Manufacturer			
Manufacturer Name LTD. 1000 Road East, Ningbo 320000, CN			
Ship To Location			
PO Number	Product Number	No. of	No. of
		PACKAGE	CARGO DESCR ON PURCHASE
		Weight (KGS)	Volume (CBM)
02013456	011-5555-0	400	100 CARTONS SKIL 1/2 ANGLEGRINDER
	PO Due Date:	07/21/2014	1150.000 3.100
	Carton Length:	35.00 CM	Carton Height: 29.50 CM
			Carton Width: 30.00 CM
TOTAL:	400	100 CARTONS	1150.000 3.100

SHIPPING MARKS AND CARGO DESCRIPTIONS										
SHIPPING MARKS	Stuffing	Manu	HTSUS	Goods	No of	# of	Package	Cargo	Weight	Volume (CBM)
				Origin	Pieces	carton	Unit	Description to be printed on FCR & SI	(KGS)	
CTC	Ningbo	Manufacturer	8467299999	CA	400	100	CARTONS	ANGLE GRINDER	1150.000	3.100
011-5555-0	Gao	H								
02013456										
4										
CANADA										
100										
MADE IN										
CHINA										
		011-5555-0								
Total:					400	100	CARTONS		1150.000	3.100

(1) SUPPLIERS ARE REQUIRED TO SUBMIT TO CONSOLIDATOR THE FOLLOWING DOCUMENTS NO LATER THAN 5 CALENDAR DAYS AFTER LOAD PORT VESSEL SAILING DATE (FEEDER VESSEL, NOT MOTHER VESSEL) AS PART OF THE FINAL DOCUMENT PACKAGE.

(1A) COMMERCIAL INVOICE MUST BE SUBMITTED ELECTRONICALLY VIA VMS.

(1B) ALL HARD COPY DOCUMENTS MAY NOW BE SCANNED AND SUBMITTED VIA EMAIL OR FAX EXCEPT PHYTOSANITARY CERTIFICATE AND FUMIGATION CERTIFICATES.

(2) CONSOLIDATOR WILL ISSUE THE FORWARDER'S CARGO RECEIPT (FCR) TO SUPPLIER IN EXCHANGE FOR DOCUMENTS REQUIRED BY CONSIGNEE.

DETAIL OF FCR WILL READ AS FOLLOWS:

Consignee CANADIAN TIRE CORPORATION, LTD. Phone:
2180 YONGE STREET Fax :
P.O.BOX 770, STATION K, Email:

PLEASE NOTE IN ORDER TO AVOID ANY LATE SHIPMENT PENALTIES , ALL CARGO MUST BE DELIVERED ON OR BEFORE THE PURCHASE ORDER DUE DATE STATED ON THE PURCHASE ORDER. ANY CARGO DELIVERED AFTER THE PURCHASE ORDER DUE DATE IS SUBJECT TO A LATE SHIPMENT PENALTY. INFORMATION CENTURY PROVIDES ON VESSEL OR MANIFEST CUT OFF IS FOR GUIDANCE ONLY AND DOES NOT OVERRIDE ANY CARGO DELIVERY REQUIREMENTS AS CONTAINED IN THE PURCHASE ORDER.

- END OF BOOKING CONFIRMATION -



Appendix K Century Distribution Systems Inc: Office Directory

ORIGIN PORTS by COUNTRY:	ADDRESS AND CONTACT INFORMATION	DELIVER CFS-CY (LCL) CARGO TO:	RECEIVING HOURS:
BANGLADESH (POL: Chittagong)	<p>Century Distribution Systems c/o: BayConsolidation (Pvt.) Ltd.</p> <p>BD Key office (Dhaka - Head office and Main Contact): 4/F, Chowdhury Center, 23-Ka, Rashed Khan Menon Road(New Eskaton Road) Dhaka-1000 Tel: + (880-2) 58317651-53, Ext. 400 Fax: + (880-2) 9355229 Operation Office (Chittagong): CFS/PORT</p> <p>3/F Jiban Bima Bhaban,1053, Sk.Mujib Road, Chittagong 4100, Bangladesh. Tel: + (880-31) 712274, Fax: 880-31-710037</p> <p>Contacts:</p> <p>Mr.Asif A.Chowdhury-Managing Director</p> <p>Mr. Arifuzzaman Arif- General Manager (Overall)</p> <p>Mr. Golam Faruk- General Manager (CFS Operation/Chittagong)</p> <p>Mr. Rezaul Haque Naheed, Deputy General Manager (Customer Care/Dhaka)</p> <p><u>e-mail:</u> arif@chowdhurygroup.com naheed@chowdhurygroup.com faruk@chowdhurygroup.com</p>	<p>1. Incontrade Ltd. Laldiar Char, East Patenga, Chittagong 4205, Bangladesh</p> <p>2. K&T Logistics Ltd. Sector 6-A, Chittagong Export Processing Zone (CEPZ), Chittagong 4000, Bangladesh</p> <p>3. QNS Container Services Ltd. Sector#7, Plot# 64-66 & 74- 77, 82 , Chittagong Export Processing Zone (CEPZ), Chittagong 4000, Bangladesh</p> <p>4. Vertex Off-Dock Logistic Services Ltd. 1443 / 1509, Old Airport Road, Katgor, North Patenga I/A, Chittagong 4204, Bangladesh.</p>	<p>Sunday- Saturday: 24-Hour (Operation) Sunday- Thursday : 9.00 AM- 5.00 PM(Office hour)</p>
CAMBODIA	<p>Century Distribution Systems, Inc.</p> <p>c/o Transpeed Cargo Pte. Ltd (Cambodia) No.6,Street 41, Sangkat Tonle Bassac, Khan Chamkarmon, Phnom Penh, Cambodia.</p> <p>Contact:</p>	<p>Tec Srun Warehouse No. 290, National Road No. 4</p> <p>Phum Chum Pouvoan 2</p> <p>Sangkat Chom Chao 3</p>	<p>Monday- Friday 08:00-17:30</p> <p>Saturday 08:00 - 12:00</p>



	<p>Mr. Albert Goh, Director Ms.Sony MAY, Ocean Executive Ms.Chanrim HEANG, operation supervisor</p> <p>Tel: (855) 023-216-708/709/712 (855) 023-221-672 albert@transpeedcambodia.com sony@transpeedcambodia.com chanrim@transpeedcambodia.com</p>	<p>Khan Po Sen Chey, Phnom Penh Cambodia</p>	
<p>CHINA</p> <p><i>Dalian</i></p>	<p>Century Distribution Systems c/o Liaoning Air Sea Worldwide Ltd.</p> <p>2203-2204 Gold Name Tower</p> <p>68 Renmin Road, Zhongshan Ward Dalian, China</p> <p>Contacts: Jessica li Tel: 86-411-82755572 Fax: 86-411-82778681 <u>E-mail: cds@asw-dalian.com.cn</u></p> <p>Booking Contacts Doni Jiang Tel: 86-21-51183887 Fax: 86-21-31056140/41 <u>E-mail: donijiang@cdsshanghai.com.cn</u></p>	<p>Dalian Dragon Pool Logistics Co., Ltd No.2 Jilong Office bldg. Wuzhou Rd, Dayaowan Terminal Area, Dalian</p>	<p>08:00 – 16:30 M–Sa</p> <p>08:00 – 12:00 Sun</p>
<p>CHINA</p> <p><i>Ningbo</i></p>	<p>Century Ningbo Office Room (9-1) to (9-15), Ningbo Tianning Mansion 138 Zhongshan Xi Road, Haishu District, Ningbo, China 315000</p> <p>Branch OP Manager: Alex Yang Tel: 86-574-89262102 Fax: 86-574-89262198 E-mail: Alexyang@cdsningbo.com</p> <p>Operation supervisor: Amy Shen Tel: 86-574-89262106 Fax: 86-574-89262198 E-mail: amyshen@cdsningbo.com</p> <p>CFS Team Operation Contacts: Yuna Mao/Nicole Ni/Abby Tel:86-574-89262152/86-574-89262125 Fax: 86-574-89262198 E-mail: abbyyu@cdsningbo.com E-mail: YunaMao@cdsningbo.com</p> <p>CY Team Contacts:Tomzhang Operation Manager</p>	<p>NingBo YaGi Logistics Lei Gu Shan Road No.109 , Changsheng Logisitic Park, Beilun, Ningbo</p>	<p>8:00-21:00 M–Sun</p>



		<u>E-mail: tomzhang@cdsxiamen.com</u> <u>roseke@cdsxiamen.com</u>	
<p>CHINA</p> <p><i>Qingdao</i></p>	<p>Century Qingdao Office</p> <p>Room 2410, Tower 2, Excellence Century Center</p> <p>No. 31 Longcheng Road., Shibei District Qingdao, China Post Code: 266000</p> <p>Contacts: Mary Ma, General Manager Tel: 85-532-55523368 Fax: 86-532-55523367 <u>E-mail: MaryMa@cdsqingdao.com</u></p> <p>Contacts: Joan Zheng, Operations Manager Tel: 86-532-55523369 <u>E-mail: joanzheng1@cdsqingdao.com</u></p> <p>Contacts: Ice Wang, Operations Supervisor Tel: 86-532-55523399 <u>E-mail: icewang@cdsqingdao.com</u></p> <p>Contacts: Rainbow Xu, Operations Tel: 86-532-55523397 <u>E-mail: rainbowxu@cdsqingdao.com</u></p>	<p>QINGDAO OCEAN & GREAT ASIA LONGISTICS CO.,LTD QINGDAO NO.101 Qian Wan Road Economic and Technology Development Zone</p>	<p>8:30 – 17:30 M–Sat</p>
<p>CHINA</p> <p><i>Shanghai</i></p> <p>(Regional office for Central & Northern China)</p>	<p>Century Shanghai Office</p> <p>8th Floor, North Bund Business Center, No. 1050 Dongdaming Road, Hongkou District, Shanghai</p> <p>Contacts: Spring Liu, General Manager Tel: 86-21-58821735</p> <p>Fax: 86-21-31056140/31056141</p> <p><u>E-mail: springliu@cdsshanghai.com.cn</u></p> <p>CFS Team Contacts: Joanna Xu, Asst. Operation Manager Tel: 86-2151183809 E-mail: joanna.xu@cdsshanghai.com.cn Group mail <u>E-mail: ctcops@cdsshanghai.com.cn</u> <u>Stefanie.li</u> <u>stefanie.li@cdsshanghai.com.cn</u> Tel: 86-2151183831</p> <p>CY Team Contacts: Cherry Dai Operation Manager Tel: 86-0592-2680591 E-mail: Cherrydai@cdsxiamen.com <u>vickyhe@cdsxiamen.com</u></p>	<p>Ocean East Warehouse</p> <p>NO.18 guangxiang road, Pudong District, SHANGHAI</p>	<p>24 Hrs Mon–Sun</p>



	Mandysu@cdsxiamen.com		
CHINA <i>Tianjin/Xingang</i>	<p>Century Distribution Systems (Shenzhen) INC, Tianjin Branch Office Rm 1107,LongTong Building, No. 4 Guizhou Road, Heping District, Tianjin P.R.China 300041</p> <p>Contacts: Ms. Tina zhang Tel: 86-22-58081001 Fax: 86-22-58081009 & 58081011 E-mail: Tinazhang@cdsshanghai.com.cn</p>	<p>GOLD LION MINMETALS SERVIC</p> <p>NO.139, LINGANG RD, XINGANG TIANJIN</p>	<p>08:00 – 17:00 M–Fri</p> <p>08:00 – 16:00 Sat</p> <p>08:00 – 16:00 Mon–Sun</p>
CHINA <i>Xiamen/ Fuzhou</i>	<p>Century Distribution Systems (Shenzhen), Ltd.Xiamen Branch</p> <p>Unit ,15F, Seaside Building, No. 52,Lujiangdao,Xiamen,Fujian, China</p> <p>Contacts: Tom Zhang Operation Manager Tel: 86-0592-2686253</p> <p>E-mail: tomzhang@cdsxiamen.com</p> <p>Booking Contact:</p> <p>Kady Zhuo/Kira Qiu/Eleven Wu Document Contact: kady Zhuo/kira Qiu/Eleven Wu</p> <p>Tel: 86-592-2128006/2687368/2686252</p> <p><u>E-mail: Kady Zhuo</u> <u><kadyzhuo@cdsxiamen.com></u> Kira Qiu<kiraqiu@cdsxiamen.com></p> <p><u>ctcxmn@cdsxiamen.com;Eleven Wu</u> <u><eleven.wu@cdsxiamen.com></u></p> <p>Contacts: Cherry Dai Operation Manager Tel: 86-0592-2680591 E-mail: Cherrydai@cdsxiamen.com</p>	<p>ZHANGZHOU PIL INTELLIGENT LOGISTICS CO.,LTD. Bonded Logistics Center, Longxiang Road, Jiaomei Town, Taiwan Investment Zone, Zhangzhou, Fujian</p> <p>PENAVICO FUZHOU WAREHOUSING AND TRADING CO.,LTD ADD : FUZHOU BONDED ZONE MAWEI FUZHOU 350015</p> <p>PENAVICO FUQING TRANSIT LOGISTICS CO.,LTD Add:JIANGYIN INDUSTRIAL ZONE FUQING</p>	<p>08:30 – 17:00 Mon–Fri.</p> <p>08:30 – 11:30 Sat.</p> <p>09:00 – 17:00 Mon–Fri.</p> <p>09:00 – 17:00 Mon–Fri.</p>
CHINA <i>Yantian/Shenzhen</i>	<p>Century Distribution Systems (Shenzhen), Ltd.</p> <p>13 Floor, Block A, Nan Fang Security Building,</p> <p>No:2018 Jianshe Road, Luohu District, Shenzhen</p>	<p>Shenzhen ChinEx Logistics Co.,Ltd.</p> <p>Yantian Integrated Free Trade Zone Shuntai warehouse</p> <p>No.1 Road, Yantian Integrated Free Trade Zone,</p>	<p>08:30 – 17:30 M–Sa</p>



	<p>Contacts:</p> <p>Season Liu, Operations Manager Linda Zheng , Operations Supervisor Eric Liu, Sr. Operations Verona Miao, South China Operations Cristian Li, South China Operations Tansy Dai, South China Operations</p> <p>Tel: 755-82178872 Fax: 755-82375532 E-mail seasonliu@cds.com.hk lindazheng@cds.com.hk ericliu@cds.com.hk veronamiao@cds.com.hk cristianli@cds.com.hk tansydai@cds.com.hk</p>	No.15, Mingzhu Road,Yantian District, Shenzhen, China	
Huangpu/Zhongshan	<p>Century Distribution Systems (Shenzhen), Ltd.</p> <p>13 Floor, Block A, Nan Fang Security Building,</p> <p>No:2018 Jianshe Road, Luohu District,Shenzhen, Guangdong 518001 China</p> <p>Contacts:</p> <p>Season Liu, Operations Manager Linda Zheng , Operations Supervisor Mice Liang , Operations Supervisor Coffee Xie, Sr. Operations Tel: 755-82178872 Fax: 755-82375532 E-mail seasonliu@cds.com.hk lindazheng@cds.com.hk Miceliang@cds.com.hk coffeexie@cds.com.hk</p>	<p>Shenzhen ChinEx Logistics Co.,Ltd.</p> <p>Yantian Integrated Free Trade Zone Shuntai warehouse No.1 Road, Yantian Integrated Free Trade Zone, No.15, Mingzhu Road,Yantian District, Shenzhen, China</p>	08:30 – 17:30 M–Sa
HONG KONG	Century Distribution Systems (HK), Ltd.	Sage Dynasty Limited	08:00 – 17:00 M–Fri



<i>(Asia HQ)</i>	<p>Unit 2805, 28th Floor, BEA Tower, Millennium City 5, 418 Kwun Tong Road, Kwun Tong, Kowloon, Hong Kong</p> <p>Contacts:</p> <p>Jacky She, Operations Supervisor Debbie Lam, South China Operations Tel: 852-2862-2498 Fax: 852-2862-2417 jackyshe@cds.com.hk debbielam@cds.com.hk</p>	<p>DD107 San Tam Road, 300 Fung Kat Heung, Kam Tin, Yuen Long, N.T., Hong Kong</p>	<p>08:00 – 15:00 Sat</p> <p>Closed- Sunday</p>
<p>INDIA</p> <p><i>(Cochin)</i></p>	<p>Century Distribution Systems, Inc.</p> <p>c/o United Liner Shipping Services LLP</p> <p>1st Floor, Door No.61/1624, Pakidathathayil House, , Kurusupally Road, Cochin - 682 015</p> <p>Contacts:</p> <p>Mr Varghese George, Branch Head - Manager Mr. K.Kingston, SR. Executive Tel: 91-461-2354184/461-2352768 E-mail: cds.tut@unitedliners.com</p>	<p>Gateway Distripark Kerala Ltd</p> <p>Vallarpadam, Ernakulam, Kerala</p> <p>Bonded & Non-Bonded Warehouse</p>	<p>Monday to Saturday - 10:00 am to 06.00 pm Sunday and Public holidays: Closed</p>
<p>INDIA</p> <p><i>(Mumbai / Nhava Sheva)</i></p>	<p>Century Distribution Systems, Inc.</p> <p>c/o United Liner Shipping Services LLP</p> <p>701-A, Godrej Coliseum, Off Somaiya Hospital Road, Sion (E), Mumbai - 400 022, INDIA</p> <p>Contacts:</p> <p>Ms.Bernadine Engineer, General Manager Ms Vidya Shetty, Deputy Manager Mr Chetan Poojary, Executive Mr Sunil Panda, Sr. Executive Tel: 91-22-61510140 / 61510139 Tel Board: 91-22-61510000 E-mail: bernadinee@unitedliners.com vidyas@unitedliners.com, sunilp@unitedliners.com, chetanp@unitedliners.com</p>	<p>MICT (ULA) Container Freight Station</p> <p>Sector 8, Dronagiri, Opp Bhendkal Village, Uran, Navi Mumbai 400707</p> <p>Bonded & Non-Bonded Warehouse</p>	<p>Monday to Saturday - 08:00 am to 08.00 pm Sunday and Public holidays: Closed</p>



INDIA (Chennai)	<p>Century Distribution Systems, Inc.</p> <p>c/o United Liner Shipping Services LLP</p> <p>No.6 ESSAR HOUSE / CHENNAI HOUSE 3rd Floor, Parrys, Chennai - 600 108,India</p> <p>Contacts: Mr. Arasu - Branch Head Mr Mariappan P Mr Amal Raj Mr Vinoth Kumar</p> <p>Tel: 91-44-30252801/91-44-30252812/91-44-30252811</p> <p>mariappanp@unitedliners.com, amalrajt@unitedliners.com, vinothk@unitedliners.com</p>	<p>Triway CFS</p> <p>No. 148 Edayanchavadi, Ponneri High Road, Chennai 600 103</p> <p>Bonded & Non-Bonded Warehouse</p>	<p>Monday to Friday - 09:30 am to 06.00 pm Saturday, Sunday, and Public holidays: Closed</p>
INDIA (Tuticorin)	<p>Century Distribution Systems, Inc.</p> <p>c/o United Liner Shipping Services LLP</p> <p>B-6, 1st Floor, World Trade Avenue, Harbour Estate, TUTICORIN - 628 004, INDIA</p> <p>Contacts: Mr Stephenraj, Branch Head - Asst. General Manager Mr K. Kingston, Executive</p> <p>Tel: 91-461-2354184/461-2352768 E-mail: stephenr@unitedliners.com cds.tuti@unitedliners.com</p> <p>- - -</p>	<p>RAJA AGENCIES (CFS)</p> <p>Harbour Express Road</p> <p>(OPP) Thermal Nagar Camp I Tuticorin - 628006</p> <p>Bonded & Non-Bonded Warehouse</p>	<p>Monday to Saturday - 09:00 am to 09.00 pm Sunday and Public holidays: Closed</p>
INDIA	<p>Century Districution Systems Inc</p> <p>c/o United Liner Shipping Services LLP</p>	<p>Kolkata Port Trust CFS</p> <p>Bonded & Non-Bonded Warehouse</p>	<p>Monday to Saturday - 08:00 am to 08.00 pm Sunday and Public holidays: Closed</p>



<i>(Kolkata)</i>	Mookherjee House, 17 Brabourne Road, Kolkata - 700 001,India Contacts: Capt. Abhijit Das,Branch Head Ms Kuntala Majumdar, Asst.Manager Mr Debasmita Ghosh, Jr.Executive Tel: 91-33-22314574/33-22421512 e-mail: abhijitd@unitedliners.com cds.cal@unitedliners.com		
INDIA <i>(New Delhi)</i>	Century Distribution Systems Inc c/o United Liner Shipping Services LLP N0. 8 , PLOT A - 8, SECTOR - 136 NOIDA,201305 Mr Sujit Sinha - Branch Head Vice President Ms Anu Khanna,Asst. General Manager Ms Pushpa Parihar,Asst, Manager Tel: 91-0120-4622350/4622355/4622359 E-mail: sujits@unitedliners.com anuk@unitedliners.com cds.del@unitedliners.com	All Cargo Logistics Park Pvt Ltd ICD Dadri Tilpata Rd, Dadri,I,Gautam Buddha Nagar,Greater Noida Bonded & Non-Bonded Warehouse	Monday to Saturday - 10:00 am to 06.00 pm Sunday and Public holidays: Closed
INDONESIA	Century Distribution Systems, Inc. c/o P.T. “K” Line Total Logistics Indonesia 4th Floor, Summitmas II Jl. Jenderal Sudirman Kav. 61-62 Jakarta 12190, Indonesia Booking & Documentation Contacts: Ms.Theresia Yulie – Manager Mr. Andy Tirta - Project Manager Ms. Hannin Pradita - Supervisor Ms. Iva Winata - Ops/Docs Tel: 62-21-5226786, 5226790 Fax :62-21-5226791 E-mail: yulie.theresia@ktli.co.id	Jakarta PT. KBN PRIMA LOGISTIK KAWASAN LOGISTIK MARUNDA JL. PALEMBANG NO. 1 BLOK C-03.4.2 MARUNDA CILINCING JAKARTA 14120 INDONESIA	09:00 – 17:00 Mon– Fri 09:00 – 12:00 Sat



	tirta.andy@ktli.co.id pradita.hannin@ktli.co.id jktcds@ktli.co.id		
KOREA	<p>K Line Korea as agent of Century Distribution Systems, Inc. BD Key office (Seoul):</p> <p>1st Floor, Sejongro Daewoo BLDG. 30, Saemun-ro 3 gil, Jongno-Gu, Seoul, 03173 Korea TEL : 82-2-397-8214</p> <p>Contacts: General Manager - Orchid Yun Operation - Stevie Kim Operation - Hana Kim</p> <p>e-mail: yun.yeran@kr.kline.com kim.youngmi@kr.kline.com kim.kyoungghwa@kr.kline.com klkcds@kr.kline.com </p>	<p>1. BOSUNG New Port Logistics CO.,LTD. (Bonded Warehouse)</p> <p>#1903 Du-dong, Jinhae-gu, Changwon-si, Gyeongsang nam-do, South Korea</p>	<p>Monday to Friday - 09:00 to 12:00, 13:00 to 18:00 Saturday, Sunday, and Public holiday: Closed</p>
MALAYSIA <i>(Johor / Pasir Gudang / Tanjung Pelepas)</i>	<p>Century Distribution Systems, Inc.</p> <p>c/o Associated Carriage & Warehousing (M) SDN BHD</p> <p>Lot 403, Level 4, Bangunan Ang, Jalan Jeram, Taman Tasek, 80200 Johor Bahru, Malaysia Contacts: Ricky Pang, Director Zakiman Yusof, Branch Mgr Mr Ab.Ghani Ms Ayu Tel: 60-7-237-1992/1993 Fax: 60-7-232-1994 cds_crsa@hotmail.com zakie_acw@hotmail.com </p>	<p>Johor Port CFS</p> <p>JPL Warehouse Sdn Bhd</p> <p>P.O.BOX 151 81707 Pasir Gudang, Johor, Malaysia</p>	<p>08:30 – 18:00 Hour Operation(M–F)</p>
MALAYSIA <i>(Penang)</i>	<p>Century Distribution Systems, Inc.</p> <p>c/o Harper Wira Sdn Bhd, Suite 3-7, Level 3, Wisma Great Eastern, No.25, Lebu Light, 10200 Penang, Malaysia</p> <p>Contact: Mr. Luah - Branch Manager Ms Yoong - CS Co Ordinator</p>	<p>CNC FREIGHT SERVICES (PENANG) SDN BHD</p> <p>D2 Warehouse, Penang Free Commercial Zone, Prai, Butterworth Penang, Malaysia Butterworth Deep Water Wharves,</p>	<p>08:30 – 17:30 M–F</p>



	<p>Ms Yen - CS Co Ordinator Tel: <u>60-4-2612813 / 60-4-2628259 / 60-4-2628417</u> Fax: 60-4-2635355</p> <p>E-mail <u>bhluah.pen@harperwira.com.my</u> <u>nvoccimp.pen@harperwira.com.my</u> <u>nvocc.pen@harperwira.com.my</u></p>	12100 Butterworth, Penang.	
MALAYSIA <i>(Port Kelang)</i>	<p>Century Distribution Systems, Inc.</p> <p>c/o Harper wira Sdn BHD</p> <p>Kompleks Bersatu, Lot 7, Persiaran Sultan Hishamuddin, Kaw 20, Selat Klang Utara, 4200 Port Klang, Selangor Darul Ehsan, Malaysia</p> <p>Contacts:</p> <p>Mr.Sevaraj- Manager</p> <p>Ms.Ratna- Operation Supervisor</p> <p>Mr.Kumar- Operation Supervisor Tel: 60-3-3176 7201 Fax: 60-3-3176 0279</p> <p><u>E-mail: cds_pk1@harperwira.com.my</u></p> <p><u>E-mail: sevaraj@harperwira.com.my</u> <u>E-mail: ratna@harperwira.com.my</u> <u>E-mail: kumar@harperwira.com.my</u></p>	<p>PKFZ</p> <p>A-26 Jalan Pelabuhan, 42009 Pkz, Selangor Darul Ehsan, Malaysia</p> <p>Harper Wira Warehouse@ Sealandir Kompleks Bersatu, Lot 7, Persiaran Sultan Hishamuddin, Kaw 20, Selat Klang Utara 42000 Port Klang. Selangor Darul Ehsan</p> <p>Harper wira Sdn Bhd @ Orion Base Lot 9,Lebuh Sultan Mohd 1, Kawasan Perusahaan Bandar Sultan Sulaiman, 4200 Pelabuhan Klang, Selangor Darul Ehsan, Malaysia</p>	09:00 – 16:30 M–F
PHILIPPINES <i>(Manila)</i>	<p>Century Distribution Systems, Inc.</p> <p>c/o Orient Freight International, Inc.</p> <p>4th Floor, Country Space Building Sen. Gil Puyat Ave. (Dela Costa St.) Makati City, Philippines</p> <p>Contacts:</p> <p>Lourdes Panganiban, President Helen L. Mapoy, Seafreight Manager Ida T. Dometita, Export Supervisor Catherine Regodon, Ops/Docs Sheirvon Tano, Ops/Docs Kimberley Manabat, Ops/Docs</p>	<p>Las Pinas Cargo Complex, J. Aguilar Ave., Talon Uno, Pamplona, Las Pinas</p>	08:00 – 17:00 M–F 09:00 – 12:00 Sat



	<p>Chris Tecson, Ops/Docs Edralin Royo, Ops/Docs Tel: 632-867-8586 to 8597 Fax: 632-867-8612 helenmapoy@orientfreight.com idadometita@orientfreight.com kimberleymanabat@orientfreight.com catherineregodon@orientfreight.com sheirvontano@orientfreight.com christecson@orientfreight.com edralinroyo@orientfreight.com</p>		
Sri Lanka	<p>Century Distribution Systems, Inc. c/o ABC Freight Services (Pte) Ltd. No. 196, Avissawella Road, Wellampitiya, Sri Lanka.</p> <p>Contacts: Dinal Perera</p> <p>Tel: 94 011 2078757 / 0112078748 Fax: 94 011 2078458 Email: dinal@abcgrouplk</p>	<p>Logilink (PVT) Ltd 309/4 A , Negombo Road Welisara, Sri Lanka</p>	<p>Monday- Friday 00:00-24:00 Saturday 9:00 AM - 5:30 PM</p>
TAIWAN	<p>Century Distribution Systems (Taiwan), Ltd.</p> <p>5F, No. 66 Sung Chiang Road</p> <p>Taipei, Taiwan ROC</p> <p>Contacts: Jerry Wang, General Manager Emily Chen, Operation Mickey Chen, Documentation Tel: 886-2-2563-9113 / 9101 Fax: 886-2-2562-0893 / 2563-9105 E-mail: emilychen@cds-pcl.com.tw mickychen@cds-pcl.com.tw jerrywang@cds-pcl.com.tw</p>	<p>Keelung</p> <p>Tungya Transportation & Terminal</p> <p>N0.338, SEC 3, TATUNG ROAD, Shi Chih Taipei Hsien, Taiwan</p> <p>Kaohsiung Kaofeng Container Terminal No.3 Tsao Yai 2nd Road Kaohsiung</p>	<p>09:00 – 17:00 M–F "For CY/CY Shipment Only" 09:00 – 12:00 Sat.</p>
THAILAND	<p>Century Distribution Systems, Inc.</p> <p>c/o K line (Thailand) LTD.</p> <p>33/29-31, 8TH Floor and 33/32-33, M Floor Wall Street Tower Building, Surawongse Road, Suriyawongse, Bangrak, Bangkok 10500</p>	<p>"K" Line Container Svc (Thailand) Ltd. 33 Moo 9, KM 18 Bangna- Trad Hwy, Bang Chaloang, Bang Plee, Samutprakarn 10540</p>	<p>08:30 – 17:00 M–F 08:30 – 12:00 Sat</p>



	<p>Booking Contacts:</p> <p>Mr.Rachata Techochaingam, Customer Service</p> <p>Karnchana Lertrith, Chief Operation</p> <p>Wilailak Sarajan Senior Staff Operation</p> <p>Mr. Adisorn Mongkhonsiri, Manager</p> <p>Tel: 66-2-6250000, Ext. 0180-0198</p> <p>Direct: 66-2-6250180-0181</p> <p>Fax: 66-2-6328522</p> <p>E-mail: Pacharida.I@th.kline.com</p> <p>Karnchana.L@th.kline.com</p> <p>Wilailak.s@th.kline.com</p> <p>adisorn.m@th.kline.com</p> <p>Group: ktlcdsoth@th.kline.com</p>	<p>Contact: Mr.Phanom Koedwiboon</p> <p>Tel: 66-2-3127209-17</p>	
<p>VIETNAM</p> <p><i>(Hochiminh City/Qui Nhon)</i></p>	<p>Century Distribution Systems Inc,</p> <p>C/O "K"LINE LOGISTICS (VIET NAM) CO., LTD.</p> <p>217 Nguyen Van Thu Street, Dist 1, Ho Chi Minh City, Vietnam</p> <p>Contacts: Ms Kenny - Country Manager</p> <p>Ms. Bui Thi Hang</p> <p>Mr. Hoac Hien</p> <p>Tel: 84-28-38221545</p> <p>Fax: 84-28-38221544</p> <p>E-mail: nhuynt@century.com.vn</p> <p>hangt@century.com.vn</p> <p>hien@century.com.vn</p> <p>Group Mail: centuryhcm@century.com.vn</p> <p>-</p>	<p>TBS LOGISTICS - WAREHOUSE NO.6</p> <p>No.9, DT743 Street, Binh Thang Ward, Di An District, Binh Duong Province, Vietnam.</p>	<p>8:00 AM-11:30 AM (including Sat. AM)</p> <p>1:00 PM-4:00 PM (Sat. PM off)</p>
<p>VIETNAM</p>	<p>Century Distribution Systems, Inc.</p>	<p>Lien Viet Logistics Warehouse</p> <p>Lot CN2.4 & KB4.3, MP Dinh Vu IZ, Dong Hai 2 Ward, Hai An Dist, Haiphong city, Vietnam</p>	<p>Cargo receiving cut-off time is Mon to Fri: 8:00 to 11:00 & 13:30 to 16:00, Sat: 8:00 to 11:00</p>



<p>(Hanoi, Haiphong)</p>	<p>C/O "K"LINE LOGISTICS (VIET NAM) CO., LTD. 45 Trieu Viet Vuong Street, Hai Ba Trung Dist., Ha Noi City, Vietnam</p> <p>Contacts: Ms Kenny - Country Manager Ms. Ngoc Ms. Huyen Tel: 084-24-36331123 / 084-24-36331124 E-mail: nhuynt@century.com.vn ngoc@century.com.vn huyen@century.com.vn Group mail: centuryhn@century.com.vn</p> <p>- - - -</p>		
<p>Myanmar (Yangong)</p>	<p>“K” Line Logistics (Myanmar) Ltd.</p> <p>Central Tower: No(79/81), Room(102), First Floor, Anawrahta Road, Between 39th and 40th Street, Kyauktada Township, Yangon, Union of Myanmar</p> <p>Tel : (95)-1-8256074, 8256075, 8392994</p> <p>E-mail : sales@mm.klinelogistics.com; maythu@mm.klinelogistics.com; yoshikuni@mm.klinelogistics.com thidaaung@mm.klinelogistics.com thiriwintnaung@mm.klinelogistics.com maythazinsoe@mm.klinelogistics.com</p>	<p>Elan Logistics Ltd.</p> <p>No. 6, Yan Naing Swe Campus Street, Tharkayta Industrial Zone, Yangon. Myanmar</p>	<p>8:30 am – 5:00am Monday- Friday 8:30am – 12:00pm Saturday</p>
<p>Karachi -Pakistan</p>	<p>Century Distribution Systems, Inc.</p> <p>C/O Seagold (PVT) Ltd.</p> <p>Suite # 418-421, 4th floor, The Plaza, G-7, Clifton Block 9, KDA Scheme 5, Karachi Pakistan Cell +92 321-8796009 century@seagoldlimited.com Group ID - PT1</p>	<p>Seagold logistics warehouse</p> <p>Address: Plot No. W2/1/13 NWIZ Main Port Qasim Road, Karachi, Pakistan (CTPAT Compliant) warehouse@seagoldlimited.com</p>	<p>Monday to Friday - 09:00 am to 17:30 pm Saturday - 09:00 am to 14:00 pm Sunday holiday - Closed</p>



ORIGIN PORTS by COUNTRY:	ADDRESS AND CONTACT INFORMATION
HAIFA Century Distribution Systems, Inc. c/o Mano Logistics Ltd. Halonot Ha-City 2 Pal-Yam Avenue P.O.B. 1400 Haifa 31000, Israel Tel: 972 4 8606677 Fax: 972 4 8661666	 Sagi Tsarfati Customer Service Manager sagi.tsarfati@mano.co.il
DENMARK Century Distribution Systems, Inc. will move through Rotterdam office	 denmark@cds-net.com +31 104284222
ROTTERDAM Century Distribution Systems (Europe) B.V. Waalhaven ZZ 10 3088 HH Rotterdam The Netherlands Tel: 31 (0) 10 42 84 222 Fax: 31 (0) 10 42 98 168	 Frans Huijsmans, General Manager EMEA <EMEA@cds- net.com> +31 104284222
PORTUGAL / LEIXOES	



Century Distribution Systems, Inc. c/o Garland Transitos, Lda Zona Industrial Maia I, Sector VII, N° 310 Gemunde - 4470 Maia Portugal Tel: 351 22 9478360 Fax: 351 22 9478392	Jose Carlos portugal@cds-net.com
SPAIN / MADRID Century Distribution Systems, Inc. will move through Rotterdam office	<u>SPAIN@CDS-NET.COM</u> +31 104284222
GERMANY Century Distribution Systems, Inc. will move through Rotterdam office	<u>Germany@cds-net.com</u> +31 104284222
ITALY Century Distribution Systems, Inc. will move through Rotterdam office	<u>italy@cds-net.com</u> +31 104284222
LITHUANIA Century Distribution	Frans Huijsmans, General Manager <u>emca@cds-net.com</u>



Systems (Europe) B.V. Waalhaven ZZ 10 3088 HH Rotterdam The Netherlands Tel: 31 (0) 10 42 84 222	
UNITED KINGDOM Century Distribution Systems, Inc. will move through Rotterdam office	uk@cds-net.com +31 104284222 -
UNITED ARAB EMIRATES Sharaf Shipping Agency P.O. Box 576, Dubai UAE Tel: +9714 3520555 Direct: +9714 3130394 Fax :+971 4 3550100 / 3520531	Bindia Sharaf Shipping Agency bindia@sharafshipping.com EMEA < EMEA@cds-net.com >
Jebel Ali is running through Rotterdam	



Appendix L CENTURY DISTRIBUTION SYSTEMS INC: VENDOR SERVICE CHARGES

Note: All Charges may change without prior notice

BANGLADESH			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CENTURY CHARGES			
1. Century CFS Receiving Charge (Mandated by Bangladesh government)	USD 110 per 20' USD170 per 40' USD 235 per 40H,45'	n/a n/a n/a	Paid by consignee Paid by consignee Paid by consignee
2. Century Handling Charge	USD25 per container	Paid by consignee	n/a
3. Century Container Haulage, if applicable Applies if Century arranges vendor load within Chittagong Export Processing Zone (CEPZ). CEPZ is located outside port limits.	Taka 6,000-7,000/20,40S,40H,45 if applicable (Varies by Carrier)	Paid by vendor to Carrier directly	n/a
4. Placement after 24 hrs(Within CEPZ)	Taka 6,000-7,000 per day per 20, 40S, 40H, 45, if applicable (varies by Carrier)	Paid by vendor directly to Carrier	n/a
5. Century CFS Storage Charge, if applicable	Taka 30 per CBM per day (Free time storage: 7 Calendar days if shipment takes place and if not then charge will effect from first day per CBM per day)	N/A	Paid by vendor (or consignee)
6. Documentation FEE(FCR Fee)	Taka 500 per FCR	Paid by consignee	Paid by consignee



7. Documentation Fee(OBL Stamp Fee)	BDT 1,500 per BL	Paid by consignee	Paid by consignee
8. Container Seal Charge	USD7.00 PER CONTAINER (Varies by Carrier)	Paid by consignee	Paid by consignee
9. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by Consignee to Century as agreed amount and receivable at Origin	Paid by Consignee to Century as agreed amount and receivable at Origin
BANGLADESH			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge Factory Loaded Containers	See Appendix L1: Ocean Carrier Origin Charges	Paid by consignee, collected by carriers directly.	n/a
2. Ocean Carrier Documentation Charge		Paid by consignee, collected by carriers directly	Paid by consignee, collected by carriers directly
3. Landing Charges	Taka 207 per ton	N/A	Paid by vendor directly to CFS(As CDS Vendors are paying this charge directly to Origin CFS, we do not bill this to Customers. In future, considering FOB shipment if any Vendor not willing to pay this charge at Origin, CDS BD will raise this in CIV for Customer's payment)



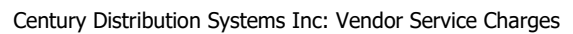
4. Carrier Inland Haulage from Dhaka Inland Container Depot (ICD) and Ocean CEPZ to Chittagong, if applicable	Dhaka ICD - Charge varies by carrier CEPZ-Chittagong:Not applicable	Paid by consignee, collected by carriers directly	N/A
5. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
6. Labor charge/ Carton sorting	BDT 3.00 Per Carton	N/A	Paid by vendor directly to CFS (As CDS Vendors are paying this charge directly to Origin CFS, we do not bill this to Customers. In future, considering FOB shipment if any Vendor not willing to pay this charge at Origin, CDS BD will raise this in CIV for Customer's payment)



CAMBODIA			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CENTURY CHARGES			
1. Century CFS Receiving Charge	US\$ 6.00 per cbm	n/a	Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	US\$ 7.00 per cbm	n/a	Paid by vendor (CFS/CY only)
3. Trucking from CFS to Carrier CY/PORT	US\$ 7 per cbm (min 19cbm)	n/a	Paid by vendor (pro-rated)
	US\$ 170.00 per 20'	n/a	Paid by vendor (pro-rated)
	US\$ 210.00 per 40'S, 40'H	n/a	Paid by vendor (pro-rated)
4. Century Documentation Charge	US\$ 20.00 per FCR	Paid by vendor	Paid by vendor
5. Century Storage Charge, if applicable	US\$ 3.00 per cbm per week (Free time storage: 7 Calendar days)	n/a	Paid by vendor (or consignee)
6. Custom Clearance	US\$160 per shipment	Paid by vendor	Paid by vendor
7. Century Handling charge	US\$45 per container	Paid by vendor	Paid by vendor
CAMBODIA			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge Factory Loaded Containers	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
2. Customs processing fee	US\$13.75 per vendor (min US\$15.00 if single vendor (CFS/CY))	Paid by vendor	Paid by vendor
3. Port Authority Charges (AMS Filing Fee)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor



CHINA			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
5. Terminal Operator LO/LO (Lift on/Lift off)	US\$ 65.00 per 20' US\$ 95.00 per 40's, 40HC	Paid by vendor	Paid by vendor (pro-rated)
6. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
7. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
CENTURY CHARGES			
1. Century CFS Receiving Charge	Guangdong Provinces: RMB 130.00 per R/T Shanghai(WGQ): RMB 60 per R/T Shanghai(YANGSHAN): RMB 75 per R/T Xiamen: RMB 65 per R/T Fuzhou: RMB 80 per R/T Ningbo: RMB 70/CBM Xingang: RMB60 per R/T Dalian: RMB 55 per R/T Qingdao: RMB 60 per R/T	n/a n/a n/a n/a n/a n/a n/a n/a	Paid by vendor Paid by vendor Paid by vendor Paid by vendor Paid by vendor Paid by vendor Paid by vendor Paid by vendor
2. Century Documentation Charge	FCR issued in Fujian Province:		
	per Carrier Document Fee	Paid by vendor	Paid by vendor
		Paid by vendor	Paid by vendor

Page 162



	Qingdao – RMB 1 per cbm per day	n/a	Paid by vendor
	Xingang – RMB 4 per cbm per day	n/a	Paid by vendor



CHINA			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CENTURY CHARGES			
4. Century Storage Charge, if applicable	South China Shenzhen: RMB 40 per cbm per week Gongyi/Zhongshan/Huangpu: RMB 40 per cbm per week or Part Thereof Xiamen: RMB 4 per cbm per day Fuzhou: RMB 4 per cbm per day (Free time storage: 14 Calendar days)	n/a n/a n/a	Paid by vendor (or consignee) Paid by vendor (or consignee) Paid by vendor (or consignee)
5. Century Handling Charge	Fujian Province: CY : RMB 210 per Cntr CFS : RMB 110 per Booking Shanghai CY: RMB 80 per Cntr Ningbo CY: RMB 100 per Cntr Xingang CY: RMB150 PER CNTR SHENZHEN CY: RMB 250 per Cntr	Paid by vendor Paid by vendor	Paid by vendor N/A
6. Booking additional fee	Ningbo: RMB 20 per 20' RMB 40 per 40'S,40'H,45' Xingang: RMB 300 per 20' RMB 500 per 40'S,40'H RMB 600 per 45'	Paid by vendor Paid by vendor	Paid by vendor Paid by vendor



CHINA			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CARRIER, PORT OR CUSTOMS FEES			
Ocean Carrier Terminal Handling Charge - (THC)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
1. Factory Loaded Containers			
2. Port Security Charge	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
3. Booking additional fee	Ningbo: RMB 20 per 20' RMB 40 per 40'S,40'H,45' Xingang: RMB 300 per 20' RMB 500 per 40'S, RMB 500 per 40'H RMB 600 per 45'	Paid by vendor Paid by vendor Paid by vendor	n/a n/a n/a
4. Wharfage Handling Fee	Qingdao: RMB 570 per 20' RMB 1102 per 40'S RMB1107 per 40'H RMB 1135 per 45' Dalian/Ningbo: RMB 400 per 20'	Paid by vendor Paid by vendor Paid by vendor Paid by vendor Paid by vendor	Paid by vendor Paid by vendor Paid by vendor Paid by vendor
	RMB 650 per 40'S, 40'H or 45' Tianjin: RMB 300 per 20' RMB 500 per 40'S or 40'H RMB 600 per 45'	Paid by vendor Paid by vendor Paid by vendor Paid by vendor	Paid by vendor Paid by vendor Paid by vendor Paid by vendor



CHINA			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CARRIER, PORT OR CUSTOMS FEES			
4. Wharfage Handling Fee	Shanghai:		
	RMB 440 per 20'	Paid by vendor	Paid by vendor
	RMB 540 per 40'S or 40'H	Paid by vendor	Paid by vendor
	RMB 640 per 45'	Paid by vendor	Paid by vendor
5. Equipment Interchange Receipt Charge (EIR)	Shenzhen		
	RMB50/cntr (MAERSK/DHL/ZIM)		
	RMB40/cntr (YANGMING/COSCO/EGLV)	Paid by vendor	n/a
	RMB35/cntr (CMA)		
	RMB 20/cntr (ONE)		
	XINGANG		
	RMB100/CNTR(MAERSK)		
	Shanghai		
	RMB30/CNTR(CMA/APL)		
	RMB25/CNTR(YANGMING)	Paid by vendor	n/a
	RMB20/CNTR(ONE)		
	RMB60/CNTR(COSCO)		
NINGBO			



	RMB 31/cntr (APL)		
	RMB 31/cntr (CMA)		
	RMB 65/cntr (YML)		
	RMB 16/cntr (ONE)		
	RMB 101/cntr (MSK)		
	RMB 30/cntr (COSCO)		
CHINA			
Change Description	Charge Amount	Factory Loaded CY-CY (FCL)	CFS-CY (LCL)
CARRIER, PORT OR CUSTOMS FEES			
6. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
7. Container seal Fee	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
8. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
9. DG Management	USD 80/cntr	Paid by vendor	n/a

For other miscellaneous charges like customs, trucking, detention fees...etc., contact your Century Origin Offices for rates.

HONG KONG			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge	HKD 175 per R/T	n/a	Paid by vendor



2. Century Storage Charge, if applicable	HKD 50 per cbm per week or part thereof (Free time storage: 14 Calendar days)	n/a	Paid by vendor (or consignee)
3. Century Documentation Charge	HKD 550 per FCR – CFS shipment HKD 615 per FCR – CY shipment	n/a Paid by vendor	Paid by vendor n/a
4. Century CY Handling Charge	HKD 150 per FCR	Paid by vendor	n/a
5. DG Management	USD 80/ FCR	Paid by vendor	n/a



HONG KONG			
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge - (THC) (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
2. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
3. Port Security Charge	HKD 0.55 per RT	n/a	Paid by vendor
4. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor

Note: R/T (Revenue Ton) is equivalent to 1 CBM or 1000 Kgs, whichever is greater.

INDIA			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
CENTURY CHARGES			
1. Century CFS Receiving Charge	Nhava Sheva: Rs 900 per cbm Chennai: Rs 650 per cbm Cochin: Rs 750 per cbm New Delhi: Rs 1850 per cbm Mumbai (JNPT): Rs 850 per cbm / Rs 1,100 per mt Mumbai (NSICT):	n/a n/a n/a n/a n/a	Paid by vendor Paid by vendor Paid by vendor Paid by vendor Paid by vendor



	Rs 850 per cbm / Rs 1,100 per mt	n/a	Paid by vendor
INDIA			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
CENTURY CHARGES			
	Tuticorin: RS 450 per cbm	n/a	Paid by vendor
	Calcutta: Rs 655 per cbm, Rs 1025 per mt (whichever produces greater revenue)	n/a	Paid by vendor
2. Century Documentation Charge	Rs 3000 per FCR (All India origins)	Paid by vendor	Paid by vendor
3. Century Late Document Charge, if applicable	Rs 300 per set	Paid by vendor	Paid by vendor
4. Century Storage Charge, if applicable	Chennai: USD 2.00/cbm per week Cochin: Rs 20 per cbm per day Mumbai/ Neva Sheva: USD 2.50 per cbm per day Tuticorin RS 120per cbm (6-10 days) RS 160per cbm (from 11day) (Free time Storage: 5 working days)	n/a	Paid by vendor



4. Ship Management Fees	Rs1500 MPC/LCL Shipment RS 2,500 per 20” Rs 3,500 er 40	n/a Paid by vendor Paid by vendor	Paid by vendor n/a n/a



INDIA			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge - (THC) (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
2. Document fee / late document fee	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
3. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
INDONESIA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge	CFS/CFS, GOH or MPC freight: USD 25.00 per R/T CFS/CY freight: USD 21.00 per R/T	n/a n/a	Paid by vendor Paid by vendor
2. Century CY Handling Charge	USD 50.00 per 20' USD 100.00 per 40'S, 40'H USD 125.00 per 45'	Paid by vendor Paid by vendor Paid by vendor	n/a n/a n/a
3. Century Storage Charge, if applicable	USD 0.50 per cbm per day (Free time storage: 7 calendar days)	n/a	Paid by vendor (or consignee)



4. Century Document Charge	USD 40.00 per FCR	Paid by vendor	Paid by vendor
5. Century Administrative Fee	USD 6.00 per FCR	Paid by vendor	Paid by vendor
6. Courier Fee	USD 3.00 per shipment	Paid by Vendor	Paid by vendor
Indonesia			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
CARRIER, PORT OR CUSTOMS FEES			
1. Century Late Document Charge, if applicable	USD 35.00 per set	Paid by vendor	Paid by vendor
2. Ocean Carrier Terminal Handling Charge (THC), ocean carrier, Container Seal Fee, Export Fee (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor Paid by vendor	n/a n/a
3. Customs Inspection Fee, if applicable *	IDR 150,000 per container	n/a	Paid by vendor (or consignee)
4. Courier Fee. If applicable	USD 3.00/shipment	Paid by vendor	Paid by vendor
5. AMS Charges	Charge varies by carrier	Paid by consignee	Paid by consignee
6. Stamp Fee, if applicable *	USD 0.75 per shipment	Paid by vendor	Paid by vendor
7. Seal fee	IDR 100,000/ cntr	Paid by vendor	Paid by vendor
8. LO/LO (Lift On/ Lift Off)	Vary among Carrier/ cntr	Paid by vendor	Paid by vendor
9. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
Note: All above charges subject 1% VAT (both in USD and IDR)			
ISRAEL			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. CFS Receiving Charges	As per LCL Carrier's Tariff	n/a	



	USD 30/1000 kgs – m/m USD 30.00		Paid by vendor (CFS/CFS)
2. Century Handling/Communication Charge	Handling- USD 60.00 per container	Paid by vendor	n/a
	Communication - USD 32.00	Paid by vendor	Paid by vendor (CFS/CFS)
3. Century Documentation Charge	CY shipment USD 70.00 per FCR	Paid by vendor	n/a
		n/a	Paid by vendor (CFS/CFS)
4. Century Late Document Charge, if applicable	USD 50.00 per set	Paid by vendor	Paid by vendor
ISRAEL			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
5. Custom Document	USD 100.00 per entry	Paid by ordering party	Paid by ordering party
6. Courier Fee	USD 50.00 per package	USD 50.00 per package	Paid by vendor
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge	CY/CY THC fees will apply per container, as outlined in your rate agreement with the carrier(s).	Paid by vendor	Paid by vendor
2. Terminal Lift-on/Lift-off	USD 12.00 per 20'	Paid by vendor	Paid by vendor
	USD 18.70 per 40'S, 40"H	Paid by vendor	Paid by vendor
3. ISPS Security Surcharge	Charges vary by carrier.	Paid by consignee and/or vendor	Paid by consignee and/or vendor
4. Portage/Weighing/Port Charges	Charged directly by the port authority to the shipper/vendor through the customs broker.	Paid by vendor	Paid by vendor
5. Dray CFS to Port	USD 150.00 per truck	n/a	Paid by vendor
6. VGM SUBMISSION / FILING FEE	Charged directly by the port authority to the shipper/vendor through the customs broker.	Paid by vendor	Paid by vendor



KOREA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge	Won 19,600 per CBM	n/a	Paid by vendor
2. Port Authority Wharfage	Won 203 per cbm Won 4,420 per 20' Won 8,840 per 40' Won 10,008 per 45'	Paid by vendor Paid by vendor Paid by vendor Paid by vendor	Paid by vendor n/a n/a n/a
3. Century CY/CY Handling Charge	Won 30,000 per 20'	Paid by vendor	n/a
KOREA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
	Won 50,000 per 40'S, 40'H, 45'	Paid by vendor	n/a
4. Century Documentation Charge	Won 40000 +10% VAT per FCR	Paid by vendor	Paid by vendor
5. Century CFS/CFS Handling Charge	USD 15 per shipment	Paid by vendor	Paid by vendor
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Century Late Document Charge, if applicable	USD 25 per set	Paid by vendor	Paid by vendor
2. Ocean Carrier Terminal Handling Charge - (THC) (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
3. Century Storage Charge, if applicable	USD 0.5 per cbm per day (Free time storage: 14 working days)	n/a	Paid by vendor (or consignee)
4. Triangle Trade FCR Charge, if applicable (Applies if a Korean Vendor requires Century to issue the FCR to its factory in another country, usually China.)	Won 50,000 per FCR	Paid by vendor	Paid by vendor
5. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
	CY: USD 12.75 per Cntr	Paid by vendor	Paid by vendor



6. VGM SUBMISSION / FILING FEE	CFS: USD 0.25 per CBM		
KLAIPEDA, LITHUANIA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge (includes receiving, stuffing, and trucking from warehouse/port)	n/a	n/a	n/a
2. Century Terminal Handling Charge Applies to Consolidation Cargo	n/a	n/a	n/a
3. Century Handling Charge	CY shipment: EUR 40.00 per container	n/a	Paid by vendor
4. Century Documentation Charge	CY shipment: EUR 45.00 per FCR	n/a	Paid by vendor
KLAIPEDA, LITHUANIA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
5. Custom document	FCL: EUR 55.00/FCR + Euro 5 each HS code	n/a	Paid by ordering party
6. Booking/ISF amendment fee	USD 25	n/a	Paid by vendor
7. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
8. Ocean Carrier Terminal Handling Charge - (THC) (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
9. Export Fee	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
10. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
MALAYSIA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			



1. Century CFS Receiving Charge	Penang: M 45.00 per R/T Johor M 40.00 per R/T Port Kelang M 80.00 per R/T or CBM	n/a n/a Paid by vendor	Paid by vendor Paid by vendor
2. Century Administrative Fee	M 250 per container M 200 per FCR	Paid by vendor n/a	n/a Paid by vendor
3. Century Documentation Charge	Johor: M 110 per FCR Port Kelang: M 200 per FC Penang: M 200 per FCR	Paid by vendor Paid by vendor Paid by vendor	 Paid by vendor Paid by vendor
MALAYSIA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
4. U.S. Declaration Fee	Johor: USD 25.00 per B/L	Paid by vendor	Paid by vendor
5. Century Late Document Charge, if applicable	USD 25 per set	Paid by vendor	Paid by vendor
6. Century Storage Charge, if applicable	Penang USD 10.00 per R/T Port Kelang: M4.50 cbm per day (Free time storage: 5 working days)	n/a n/a	Paid by vendor (or consignee) Paid by vendor (or consignee)
CARRIER, PORT OR CUSTOMS FEES			



Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge - (THC), (as per established by Ocean Carrier as group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by the vendor	Paid by the vendor
2. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
3. Ocean Carrier EDI Manifest Charges	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
4. Ocean Carrier Documentation Charge	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
5. Container seal Fee	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
6. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor



NETHERLANDS			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Charges (includes receiving, stuffing, and dray from warehouse/port)	EUR 24/ton Min. EUR 24/FCR	n/a	Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	EUR 6.00 per RT	n/a	Paid by vendor
3. Century Handling Charge	CY shipment EUR 55.00 per container CFS shipment EUR 55.00 per shipment	Paid by vendor n/a	n/a Paid by vendor (CFS/CFS shipments only)
4 Century Documentation Charge	CFS shipment EUR 45.00 per FCR CY shipment EUR 45.00 per FCR	n/a Paid by vendor	Paid by vendor N/A
5. Century Late Document Charge, if applicable	EUR 50.00 per set	Paid by vendor	Paid by vendor
6. Century Storage Charge, if applicable	EUR 5.00 per ton/ per day, or part thereof – m/m EUR 50.00 After free period of 5 working days	n/a	Paid by vendor (or consignee)
7. Custom Document	EUR 45.00 per set	Paid by ordering party	Paid by ordering party
NETHERLANDS			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge (Factory Loaded Ocean container)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
2. ISPS Security Surcharge	Charges vary by carrier.	Paid by consignee and/or vendor	Paid by consignee and/or vendor
3. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor



* Minimum CFS and THC charges may apply on 20' and 40' shipments – Paid by consignee.

PHILIPPINES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge	USD 13 per R/T	n/a	Paid by vendor
2. Century Late Document Courier Fee, if applicable	USD 70.00 per pouch	Paid by vendor	Paid by vendor
3. Port Authority Arrastre / Wharfage	PHP 170 per cbm	n/a	Paid by vendor
4. Century Documentation Charge	USD 50.00 per FCR	Paid by vendor	Paid by vendor
5. Century Handling Charge	USD 35.00 per shipment	Paid by vendor	Paid by vendor
6. Century Storage Charge, if applicable	PHP 60 per cbm per day (Free time storage: 14 working days)	n/a	Paid by vendor (or consignee)
7. Century Late Document Charge, if applicable	USD 35.00 per set	Paid by vendor	Paid by vendor
8. Century Redelivery Charges for CFS/CFS, if applicable (Applies if Century must redeliver LCL to a carrier CFS)	PHP 3,500 per trip, max. 8 cbms PHP 1,500 (LCL processing fee)	n/a n/a	Paid by vendor (or consignee) Paid by vendor (or consignee)
9. Overtime Charges at Century CFS, if applicable	PHP 500 per man hour	n/a	Paid by vendor (or consignee)
10. Amendment Charge (any amendments in FCR that can affect the OBL and AMS data of the carrier)	USD 50.00 per amendment	Paid by vendor (or consignee)	Paid by vendor (or consignee)
11. Ocean Carrier Telex Release Fee, if applicable Note: R/T (Revenue Ton) is equivalent to 1 CBM or 1000 Kgs, whichever is greater.	USD 30.00 per shipment	Paid by vendor	Paid by vendor
12. CY/RC	USD 6 per R/T	n/a	Paid by vendor



PHILIPPINES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge - (THC)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
2. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
3. Ocean Carrier Documentation Charge	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
4. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
PORTUGAL			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge (includes receiving, stuffing, and trucking from warehouse/port)	EUR 16.00 per RT ex Leix. EUR 18.00 per RT ex Lis.	n/a n/a	Paid by vendor Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	EUR 4.50 per RT ex Lis./Leix. (may vary by volume)	N/A	Paid by vendor
3. Century Handling Charge	CY shipment EUR 60.00 per container CFS shipment EUR 60.00 per shipment Ex Lis./Leix.	Paid by vendor n/a	n/a Paid by vendor
4. Century Documentation Charge	CFS shipment EUR 50.00 per FCR CY shipment EUR 50.00 per FCR Ex Lis./Leix.	Paid by vendor	Paid by vendor
5. Century Late Document Charge, if applicable	EUR 50.00 per set	Paid by vendor	Paid by vendor
6. Custom document	EUR 75.00 per set (per shipper)	Paid by ordering party	Paid by ordering party



DME (included on customs document)	EUR 25.00 Ex Lis./Leix.	Paid by ordering party	Paid by ordering party
7. Century Storage Charge, if applicable	EUR 6.50 per CBM per week, or part thereof Free time: 10 working days Ex Lis.leix.	n/a	Paid by vendor (or consignee)
PORTUGAL			
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge	CY/CY THC fees will apply per container, as outlined in your rate agreement with the carrier(s).	Paid by vendor	Paid by vendor, pro-rated
2. ISPS Security Surcharge	Charges vary by carrier.	Paid by consignee and/or vendor	Paid by consignee and/or vendor
3. Port charges (taxes) / ACS	EUR 16.00 per 20' ex Leix.	Paid by vendor	Paid by vendor
	EUR 25.00 per 40' ex Leix.	Paid by vendor	Paid by vendor
	EUR 15.00 cntr ex Lis.	Paid by vendor	Paid by vendor
4. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
* Minimum CFS and THC charges may apply on 20' and 40' shipments – Paid by consignee.			
SPAIN			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge (includes receiving, stuffing, and trucking from warehouse/port)	EUR 15.00 per RT	n/a	Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	EUR 3.00 per RT	n/a	Paid by vendor
3. Century CY Handling Charge	CY shipment EUR 40.00 per container	Paid by vendor	n/a



	CFS shipment EUR 35.00 per shipment	n/a	Paid by vendor (CFS/CFS shipments only)
4. Century Documentation Charge	CY/CY shipment EUR 65.00 per FCR CFS/CFS shipment EUR 65.00 per FCR CFS/CY shipment EUR 25.00 per FCR	Paid by vendor n/a n/a	n/a Paid by vendor (CFS/CFS) Paid by vendor (CFS/CY)
5. Century Late Document Charge, if applicable	EUR 50.00 per set	Paid by vendor	Paid by vendor
6. Century Storage Charge, if applicable	EUR 4.50 per CBM per week, or part thereof After free period of 7 calendar days	n/a	Paid by vendor (or consignee)
SPAIN			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
7. Exp.-customs documentation, if applicable	EUR 45.00 per clearance	Paid by vendor	Paid by vendor
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge (Factory Loaded Ocean Containers)	CY/CY THC fees will apply per container, as outlined in your rate agreement with the carrier(s).	Paid by vendor	n/a
2. ISPS Security Surcharge	Charges vary by carrier.	Paid by consignee and/or vendor	Paid by consignee and/or vendor
3. Wharfage (T-3) – Port Taxes	Calculated by ton/commodity	Paid by vendor	Paid by vendor
4. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor

* Minimum CFS and THC Charges may apply on 20' and 40' shipments – Paid by consignee.

TAIWAN			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			



1. Century CFS Receiving Charge	NT 380 per R/T	n/a	Paid by vendor
2. Century Documentation Charge	NT 2,000 per FCR	Paid by vendor	Paid by vendor
3. Ocean Carrier Measuring Fee	NT 8.00 per R/T	n/a	Paid by vendor
4. Century Handling Charge	CY shipment NT \$650/ container	Paid by vendor	n/a
	CFS/CFS shipment NT\$ 500/shpt	n/a	Paid by vendor
5. Century Late Document Charge, if applicable	NT 905 per set + NT 800 (courier fee)	Paid by vendor	Paid by vendor
6. Century Storage Charge, if applicable	NT 20 per cbm per day (Free time storage: 10 calendar days)	n/a	Paid by vendor



TAIWAN			
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge - (THC) (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
2. Ocean Carrier Kaohsiung Port Additional, if applicable	USD 100.00 per container	n/a	Freight pre-paid: Paid by vendor Freight collect: Paid by consignee
3. Ocean Carrier Keelung Port Additional, if applicable	USD 6.00 per cbm / 12.00 per mt USD 300.00 per container	Freight pre-paid: Paid by vendor Freight collect: Paid by consignee	Freight pre-paid: Paid by vendor Freight collect: Paid by consignee
4. Ocean Carrier Taichung Port Additional, if applicable	USD 200.00 per container	Freight pre-paid: Paid by vendor Freight collect: Paid by consignee	Freight pre-paid: Paid by vendor Freight collect: Paid by consignee
5. Ocean Carrier Keelung/Kaohsiung or Taichung/Kaohsiung topping charge, if applicable	USD 150.00 per container	n/a	Freight pre-paid: Paid by vendor Freight collect: Paid by consignee
6. Container Seal fee	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
6. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
7. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor



Note: R/T (Revenue Ton) is equivalent to 1 CBM or 1000 Kgs, whichever is greater.



THAILAND			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge	Baht 270 per cbm	n/a	Paid by vendor
2. Century CY Handling Charge	Baht 1,000 per container	Paid by vendor	n/a
3. Century Late Documentation Charge, if applicable	Baht 500 per set	Paid by vendor	Paid by vendor
4. Century Documentation Charge	Baht 1,500 per FCR	Paid by vendor	Paid by vendor
5. Century Storage Charge, if applicable	Baht 10 per cbm per day (Free time Storage: 0 calendar days)	n/a	Paid by vendor

THAILAND			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge - (THC) (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
2. Ocean Carrier Documentation Fee	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	Paid by vendor
3. Ocean Carrier Seal Charge	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a
4. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
5. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor



VIETNAM			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge	USD 12.0 per cbm (included 10%VAT)	n/a	Paid by vendor
2. Terminal Operator LO/LO (Lift on/Lift off)	VND 1,000,000/US\$44 per 20'	Paid by vendor	Paid by vendor
	VND 1,500,000/US\$66 per 40'S, 40'H	Paid by vendor	Paid by vendor
	VND 1,700,000/US\$74 per 45		
	CFS: USD 1.33 per cbm (included 10%VAT)	Paid by vendor	Paid by vendor
3. Century Storage Charge, if applicable	USD 1.85 per cbm per week (include VAT) (Free time storage: 14 Calendar days)	n/a	Paid by vendor (or consignee)
4. Century Documentation Charge	USD 40 per FCR (Inclusive of VAT 10%)	Paid by vendor	Paid by vendor
5. Century Document Courier Surcharge	Ho Chi Minh: USD 55.00 per set	Paid by consignee	Paid by consignee
	Haiphong: USD 55.00 per set	Paid by consignee	Paid by consignee
	Danang: USD 55.00 per set	Paid by consignee	Paid by consignee
6. Century CY Monitoring Charge	USD 30.00 per container (includes 10% VAT)	Paid by vendor	n/a
7. Century Handling Fee	CFS/CFS: USD 15.00 per shipment	Paid by vendor	Paid by vendor
	Air: USD 15.00 per shipment		
8. Lift on and Lift off Fee	USD 1.30 per CBM	Paid by vendor	Paid by vendor



9. VGM Submission/Filling fee	CY/CY: \$12.75 USD per CTNR CFS/CY: \$0.25 USD per CBM CFS/CFS: At cost subject to Carrier / NVOCC Fees (excludes 10% VAT)	Paid by vendor	Paid by vendor
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VIETNAM			
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge - (THC) (as established by Ocean Carriers as a group)	See Appendix L1: Ocean Carrier Origin Charges	n/a	Paid by vendor
2. AMS Charge	Charge varies by carrier	Paid by consignee	Paid by consignee
3. Seal Fee	See Appendix L1: Ocean Carrier Origin Charges	Paid by vendor	n/a

SRI LANKA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. CFS Receiving	USD 10/ CBM effective from 01 February 2018	Billed to destination	Billed to destination
2. FCR Fee	USD 30 / FCR	Billed to destination	Billed to destination
3. Handling Fee	CY/CY US\$ 40/cntr CFS/CFS US\$ 40/shpmt	Billed to destination	Billed to destination
4. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	For CFS/CY - Paid by Consignee and CY/CY paid by vendor	Paid by vendor

MYANMAR			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
CENTURY CHARGES			
1. Document Fee (FCR Fee)	USD50 /BL	Paid by Vendor	n/a



2. Handling Charge	USD 100/Container	Paid by Vendor	
3. Seal FEE (Container + Line)	See Appendix L1: Ocean Carrier Origin Charges	Paid by Vendor	n/a
4. Shipper Charge Fee (Depand on Liner) ZIM Line Change MOL, CMACGM No Charge	See Appendix L1: Ocean Carrier Origin Charges	Paid by Vendor	n/a

UNITED KINGDOM			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge (includes receiving, stuffing, and trucking from warehouse/port)	GBP 28.00 per mt GBP 11.00 per cbm (Whichever yields higher revenue)	n/a	Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	EUR 3.00 per RT	n/a	Paid by vendor
3. Century CY Handling Charge	CY shipment: GBP 25.00 per container CFS shipment: GBP 25.00 per shipment	Paid by vendor n/a	n/a Paid by vendor (CFS/CFS shipments only)
4. Century Documentation Charge	CY shipment: GBP 30.00 per FCR CFS shipment: GBP 15.00 per FCR	Paid by vendor n/a n/a	n/a Paid by Vendor (CFS/CFS) Paid by Vendor (CFS/CY)
5. Century Storage Charge, if applicable	GBP 4.00 per cbm per week, or part thereof Free time storage: 10 working days	n/a	Paid by vendor (or consignee)
6. Exp.-customs documentation, if applicable	GBP 20.00 per FCR	Paid by vendor	Paid by vendor
7. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr	Paid by vendor	Paid by vendor



	CFS: USD 0.25 per CBM		
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ROMANIA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge (includes receiving, stuffing, and trucking from warehouse/port)	EUR 12.00 per pallet EUR 5.00 per 100kgs for un-palletized cargoes	n/a n/a	Paid by vendor Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	EUR 3.50 per RT	n/a	Paid by vendor



ROMANIA			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
3. Century Handling Charge	CY shipment: EUR 55.00 per container CFS shipment: EUR 55.00 per shipment	Paid by vendor n/a	n/a Paid by vendor
4. Century Documentation Charge	CY shipment: EUR 45.00 per FCR CFS shipment: EUR 45.00 per FCR	n/a Paid by vendor	Paid by vendor n/a
5. Custom document DME (included on customs document)	EUR 50.00 per set (per shipper) EUR 6.00 per additional article	Paid by ordering party Paid by ordering party	Paid by ordering party Paid by ordering party
6. CFS Warehouse Handling	EUR 1.85/100 kos	n/a	Paid by vendor
7. Century Storage Charge, if applicable	EUR 1.80 per cbm/per day or EUR 0.70 p/100 kos / per day (Free time storage: 5 calendar days)	n/a	Paid by vendor (or consignee)
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
1. Ocean Carrier Terminal Handling Charge	CY/CY THC fees will apply per container, as outlined in your rate agreement with the carrier(s).	Paid by vendor	Paid by vendor, pro-rated
2. Dray From warehouse to Constanta	EUR 150 per container, if applicable	Paid by vendor	Paid by vendor, pro-rated
3. ISPS Security Surcharge	Charges vary by carrier.	Paid by consignee and/or vendor	Paid by consignee and/or vendor
4. Lift on/Lift off	As outlined in your rate agreement with carrier	Paid by consignee and/or vendor	Paid by consignee and/or vendor
5. Constanta Port Security Fee	EUR 7.00 per container	Paid by vendor	Paid by vendor, pro-rated



6. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor
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GERMANY			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge (includes receiving, stuffing, and trucking from warehouse/port)	EUR 16.00 per RT	n/a n/a	Paid by vendor Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	EUR 4 per RT	N/A	Paid by vendor
3. Century Handling Charge	CY shipment: EUR 50.00 per container CFS shipment: EUR 55.00 per shipment	Paid by vendor n/a	n/a Paid by vendor
4. Century Documentation Charge	EUR 35.00 per FCR	n/a Paid by vendor	Paid by vendor n/a
5. Custom document DME (included on customs document)	EUR 65.00 per set EUR 17.50 per additional sheet	Paid by ordering party Paid by ordering party	Paid by ordering party Paid by ordering party
6. Century Storage Charge, if applicable	EUR 4.50 per ton per day w/m ratio max 1 to 5 (Free time storage: 7 calendar days)	n/a	Paid by vendor (or consignee)
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge	CY/CY THC fees will apply per container, as outlined in your rate agreement with the carrier(s).	Paid by vendor	Paid by vendor, pro-rated
2. In Transit Document	EUR 40.00 per set, if required	Paid by vendor	Paid by vendor, pro-rated
3. ISPS Security Surcharge	Charges vary by carrier.	Paid by consignee and/or vendor	Paid by consignee and/or vendor
4. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor



ITALY			
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CENTURY CHARGES			
1. Century CFS Receiving Charge (includes receiving, stuffing, and trucking from warehouse/port)	EUR 15.00 per RT – m/m EUR 15/FCR	n/a n/a	Paid by vendor Paid by vendor
2. Century Terminal Handling Charge Applies to Consolidation Cargo	EUR 3.50 per RT	n/a	Paid by vendor
3. Century Handling Charge	CY shipment: EUR 50.00 per container CFS shipment: EUR 50.00 per shipment	Paid by vendor n/a	n/a Paid by vendor
4. Century Documentation Charge	CFS shipment: EUR 15.00 per FCR CY shipment: EUR 30.00 per FCR	n/a Paid by vendor	Paid by vendor n/a
5. Custom document	FCL: EUR 50.00/first on doc. EUR 25.00/add'l on same doc. LCL: 30.00/per LCL doc	Paid by ordering party	Paid by ordering party
6. Century Storage Charge, if applicable	EUR 5.00 p/mt p/day Free time: 15 calendar days ex Genoa Free time: 7 calendar days ex other ports	n/a	Paid by vendor (or consignee)
Charge Description	Charge Amount	Factory Loaded FCL	LCL
CARRIER, PORT OR CUSTOMS FEES			
1. Ocean Carrier Terminal Handling Charge	CY/CY THC fees will apply per container, as outlined in your rate agreement with the carrier(s).	Paid by vendor	Paid by vendor, pro-rated
2. On Wheels Charge, if required	EUR 46.00 per cntr	Paid by vendor	Paid by vendor



3. ISPS Security Surcharge	Charges vary by carrier.	Paid by consignee and/or vendor	Paid by consignee and/or vendor
4. VGM SUBMISSION / FILING FEE	CY: USD 12.75 per Cntr CFS: USD 0.25 per CBM	Paid by vendor	Paid by vendor

PAKISTAN			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
CENTURY CHARGES			
1. Century CFS Receiving Charge	PRUP 1050 per cbm (Inclusive of VAT)	n/a	Paid by vendor
2. Century FCR Documentation Charge	US\$ 60.00 per FCR (Exclusive of VAT)	Paid by vendor	Paid by vendor
3. CY MONITORING CHARGE	CY/CY - US\$ 25.00 per container (Inclusive of VAT)	Paid by vendor	CFS/CFS only
4. Century Storage Charge, if applicable	US\$ 2.00 per cbm per week (Exclusive of VAT)	n/a	Paid by vendor (or consignee)
5. VGM Fees	CY/CY Filing Fee - US\$ 12.75 per container CY/CY Manual Declaration Fee (if vendor sends manual form) - US\$ 15.00 per container CFS/CY Filing Fee - US\$ 0.25	Paid by vendor	Paid by vendor
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
1. Value Added Tax (VAT)		Paid by vendor	Paid by vendor



2. Carrier BL Fee	Carrier BL fees will apply as agreed with the nominated carrier (Exclusive of VAT)	Paid by vendor	Paid by vendor
3. PAKISTAN THC CHARGE	CFS/CY - Pro-Rated CBM CY/CY THC fees will apply per container, as outlined in rate agreement with the nominated carrier (Exclusive of VAT)	Paid by vendor	Paid by vendor
4. Booking / ISF Amendment Fee	US\$ 40.00 – various by carrier	Paid by vendor	Paid by vendor
PAKISTAN			
CARRIER, PORT OR CUSTOMS FEES			
Charge Description	Charge Amount	Factory packed Containers (CY / CY)	Consolidated Containers (CFS / CY) & (CFS / CFS)
5. VMS Booking Unlock fee – After ISF	US\$ 25.00	Paid by vendor	Paid by vendor
6. Placement fee / Container re location fee	Various by carrier	Paid by vendor	Paid by vendor

**APPENDIX L1 OCEAN CARRIER ORIGIN CHARGES**

Carrier Origin Charges 2019										
Country	Fee Description	FOB	Carrier	Unit	Currency	20S	40S	40HC	45H	Payer
Bangladesh	CFS Customs Entry Fee	Chittagong	DHL	Per Bill	USD	100	100	100	100	CTC IF COLLECT
Bangladesh	CFS Receiving Fee	Chittagong	DHL	Per Container	USD	80	120	120	N/A	CTC IF COLLECT
Bangladesh	Container Seal Fee	Chittagong	CMA	Per Container	USD	8	8	8	8	CTC IF COLLECT
Bangladesh	Container Seal Fee	Chittagong	DHL	Per Container	USD	6	6	6	N/A	CTC IF COLLECT
Bangladesh	Container Seal Fee	Chittagong	COSCO	Per Container	BDT	800	800	800		CTC IF COLLECT
Bangladesh	CY Customs Handling Fee	Chittagong	DHL	Per Bill	USD	75	75	75	75	CTC IF COLLECT
Bangladesh	Export Service Fee	Chittagong	DHL	Per Entry	USD	25	25	25	N/A	CTC IF COLLECT
Bangladesh	FCR Fee (also called Century Documentation Charge)	Chittagong	DHL	Per Bill	USD	25	25	25	25	CTC IF COLLECT
Bangladesh	Late Document Charge	Chittagong	DHL	Per Bill	USD	15	15	15	15	CTC IF COLLECT
Bangladesh	Origin Document Fee	Chittagong	CMA	Per Bill	USD	20	20	20	20	CTC IF COLLECT
Bangladesh	Origin Document Fee	Chittagong	APL	Per Bill	USD	20	20	20	20	CTC IF COLLECT
Bangladesh	Origin Document Fee	Chittagong	MAERSK	Per Bill	USD	20	20	20	20	CTC IF COLLECT
Bangladesh	Origin Document Fee	Chittagong	ONE	Per Bill	USD	12	12	12	12	CTC IF COLLECT
Bangladesh	Origin Document Fee	Chittagong	DHL	Per Bill	USD	25	25	25	25	CTC IF COLLECT
Bangladesh	Origin Document Fee	Chittagong	COSCO	Per Bill	BDT	950	950	950	950	CTC IF COLLECT
Bangladesh	Port Security Charge	Chittagong	DHL	Per Container	USD	10	10	10	N/A	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Chittagong	CMA	Per Container	USD	90	145	185	185	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Chittagong	APL	Per Container	USD	95	190	190	190	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Chittagong	MAERSK	Per Container	USD	100	190	190	190	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Chittagong	ONE	Per Container	USD	100	125	165	156	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Chittagong	DHL	Per Container	USD	90	145	185	N/A	CTC IF COLLECT
Bangladesh	CFS Customs Entry Fee	Dhaka	DHL	Per Bill	USD	100	100	100	100	CTC IF COLLECT
Bangladesh	CFS Receiving Fee	Dhaka	DHL	Per Container	USD	80	120	120	N/A	CTC IF COLLECT
Bangladesh	Container Seal Fee	Dhaka	CMA	Per Container	USD	8	8	8	8	CTC IF COLLECT
Bangladesh	Container Seal Fee	Dhaka	DHL	Per Container	USD	6	6	6	N/A	CTC IF COLLECT
Bangladesh	Container Seal Fee	Dhaka	COSCO	Per Container	BDT	800	800	800		CTC IF COLLECT
Bangladesh	CY Customs Handling Fee	Dhaka	DHL	Per Bill	USD	75	75	75	75	CTC IF COLLECT
Bangladesh	Export Service Fee	Dhaka	DHL	Per Entry	USD	25	25	25	N/A	CTC IF COLLECT
Bangladesh	FCR Fee (also called Century Documentation Charge)	Dhaka	DHL	Per Bill	USD	25	25	25	25	CTC IF COLLECT
Bangladesh	Late Document Charge	Dhaka	DHL	Per Bill	USD	15	15	15	15	CTC IF COLLECT
Bangladesh	Origin Document Fee	Dhaka	CMA	Per Bill	USD	20	20	20	20	CTC IF COLLECT
Bangladesh	Origin Document Fee	Dhaka	APL	Per Bill	USD	20	20	20	20	CTC IF COLLECT
Bangladesh	Origin Document Fee	Dhaka	MAERSK	Per Bill	USD	20	20	20	20	CTC IF COLLECT
Bangladesh	Origin Document Fee	Dhaka	ONE	Per Bill	USD	12	12	12	12	CTC IF COLLECT
Bangladesh	Origin Document Fee	Dhaka	DHL	Per Bill	USD	25	25	25	25	CTC IF COLLECT
Bangladesh	Origin Document Fee	Dhaka	COSCO	Per Bill	BDT	950	950	950	950	CTC IF COLLECT
Bangladesh	Port Security Charge	Dhaka	DHL	Per Container	USD	10	10	10	N/A	CTC IF COLLECT



Bangladesh	Terminal Handling Charge	Dhaka	CMA	Per Container	USD	90	145	185	185	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Dhaka	APL	Per Container	USD	95	190	190	190	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Dhaka	MAERSK	Per Container	USD	100	190	190	190	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Dhaka	ONE	Per Container	USD	100	125	165	156	CTC IF COLLECT
Bangladesh	Terminal Handling Charge	Dhaka	DHL	Per Container	USD	90	145	185	N/A	CTC IF COLLECT
Belgium	CFS Customs Entry Fee	Antwerp	DHL	Per Bill	EUR	50	50	50	N/A	VENDOR
Belgium	Container Seal Fee	Antwerp	DHL	Per Container	EUR	25	25	25	N/A	VENDOR
Belgium	Export Service Fee	Antwerp	DHL	Per Entry	EUR	65	65	65	N/A	VENDOR
Belgium	Origin Document Fee	Antwerp	DHL	Per Bill	EUR	25	25	25	N/A	VENDOR
Belgium	Origin Document Fee	Antwerp	MAERSK	Per Bill	EUR	15	15	15	15	VENDOR
Belgium	Port Construction Surcharge	Antwerp	DHL	Per Container	EUR	25	25	25	N/A	VENDOR
Belgium	Port Security Charge	Antwerp	DHL	Per Container	EUR	25	25	25	N/A	VENDOR
Belgium	Terminal Handling Charge	Antwerp	DHL	Per Container	EUR	202	202	202	N/A	VENDOR
Belgium	Terminal Handling Charge	Antwerp	MAERSK	Per Container	EUR	205	205	205	205	VENDOR
Cambodia	Bill of Lading Fee	PHNOM PENH	DHL	Per Bill	USD	60	60	60	60	VENDOR
Cambodia	Camcontrol tax	PHNOM PENH	DHL	Per Bill	USD	\$37.50	\$37.50	\$37.50	\$37.50	VENDOR
Cambodia	Century CY Handling Fee	PHNOM PENH	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	CFS Customs Entry Fee	PHNOM PENH	DHL	Per Bill	USD	230	230	230	230	VENDOR
Cambodia	CFS Receiving Fee	PHNOM PENH	DHL	Per CBM	USD	3	3	3		VENDOR
Cambodia	Container Seal Fee	PHNOM PENH	DHL	Per Container	USD	10	10	10	10	VENDOR
Cambodia	Container Seal Fee	PHNOM PENH	COSCO	Per Container	USD	7	7	7		VENDOR
Cambodia	Container Seal Fee	PHNOM PENH	YANG MING	Per Container	USD	7	7	7	7	VENDOR
Cambodia	DHL CFS fee	PHNOM PENH	DHL	Per CBM	USD	7	7	7	7	VENDOR
Cambodia	DHL CFS Receiving fee	PHNOM PENH	DHL	Per CBM	USD	8	8	8	8	VENDOR
Cambodia	DHL custom Processing fee	PHNOM PENH	DHL	Per Bill	USD	\$13.75	\$13.75	\$13.75	\$13.75	VENDOR
Cambodia	DHL Trucking Fee from CFS to POL	PHNOM PENH	DHL	Per CBM	USD	8	8	8	8	VENDOR
Cambodia	Export Service Fee	Phnom Penh	MAERSK	Per Entry	USD	7	7	7	7	VENDOR
Cambodia	Gate Fee	PHNOM PENH	DHL	Per Container	USD	5	8	8	8	VENDOR
Cambodia	Late Document Charge	PHNOM PENH	DHL	Per Bill	USD	50	50	50	350	VENDOR
Cambodia	Ocean Carrier CFS Handling Charge	PHNOM PENH	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Ocean Carrier CFS Handling Charge	PHNOM PENH	CMA	Per Unit	USD	13	13	13	13	VENDOR
Cambodia	Origin Document Fee	Phnom Penh	APL	Per Bill	USD	60	60	60	60	VENDOR
Cambodia	Origin Document Fee	Phnom Penh	MAERSK	Per Bill	USD	60	60	60	60	VENDOR
Cambodia	Origin Document Fee	Phnom Penh	ONE	Per Bill	USD	40	40	40	40	VENDOR
Cambodia	Origin Document Fee	PHNOM PENH	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Origin Document Fee	PHNOM PENH	CMA	Per Bill	USD	40	40	40	40	VENDOR
Cambodia	Origin Document Fee	PHNOM PENH	COSCO	Per Bill	USD	55	55	55	55	VENDOR
Cambodia	Origin Document Fee	PHNOM PENH	YANG MING	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Port Security Charge	PHNOM PENH	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	SURRENDER FEE	PHNOM PENH	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Terminal Handling Charge	Phnom Penh	APL	Per Container	USD	135	180	180	195	VENDOR
Cambodia	Terminal Handling Charge	Phnom Penh	MAERSK	Per Container	USD	130	180	180	205	VENDOR
Cambodia	Terminal Handling Charge	Phnom Penh	ONE	Per Container	USD	125	170	170	190	VENDOR



Cambodia	Terminal Handling Charge	PHNOM PENH	DHL	Per Container	USD	130	180	180	195	VENDOR
Cambodia	Terminal Handling Charge	PHNOM PENH	CMA	Per Container	USD	130	180	180	195	VENDOR
Cambodia	Terminal Handling Charge	PHNOM PENH	COSCO	Per Container	USD	130	180	180		VENDOR
Cambodia	Terminal Handling Charge	PHNOM PENH	YANG MING	Per Container	USD	130	180	180	205	VENDOR
Cambodia	VGM FEE	PHNOM PENH	DHL	Per Bill	USD	25	25	25	25	VENDOR
Cambodia	Bill of Lading Fee	SIHANOUKVI LLE	DHL	Per Bill	USD	60	60	60	60	VENDOR
Cambodia	Camcontrol tax	SIHANOUKVI LLE	DHL	Per Bill	USD	\$37.50	\$37.50	\$37.50	\$37.50	VENDOR
Cambodia	Century CY Handling Fee	SIHANOUKVI LLE	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	CFS Customs Entry Fee	SIHANOUKVI LLE	DHL	Per Bill	USD	230	230	230	230	VENDOR
Cambodia	CFS Receiving Fee	SIHANOUKVI LLE	DHL	Per CBM	USD	3	3	3	3	VENDOR
Cambodia	Container Seal Fee	SIHANOUKVI LLE	DHL	Per Container	USD	10	10	10	10	VENDOR
Cambodia	Container Seal Fee	SIHANOUKVI LLE	COSCO	Per Container	USD	7	7	7		VENDOR
Cambodia	Container Seal Fee	SIHANOUKVI LLE	YANG MING	Per Container	USD	7	7	7	7	VENDOR
Cambodia	DHL CFS fee	SIHANOUKVI LLE	DHL	Per CBM	USD	7	7	7	7	VENDOR
Cambodia	DHL CFS Receiving fee	SIHANOUKVI LLE	DHL	Per CBM	USD	8	8	8	8	VENDOR
Cambodia	DHL custom Processing fee	SIHANOUKVI LLE	DHL	Per Bill	USD	\$13.75	\$13.75	\$13.75	\$13.75	VENDOR
Cambodia	DHL Trucking Fee from CFS to POL	SIHANOUKVI LLE	DHL	Per CBM	USD	8	8	8	8	VENDOR
Cambodia	Export Service Fee	Sihanoukville	MAERSK	Per Entry	USD	7	7	7	7	VENDOR
Cambodia	Gate Fee	SIHANOUKVI LLE	DHL	Per Container	USD	5	8	8	8	VENDOR
Cambodia	Late Document Charge	SIHANOUKVI LLE	DHL	Per Bill	USD	50	50	50	350	VENDOR
Cambodia	Ocean Carrier CFS Handling Charge	SIHANOUKVI LLE	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Ocean Carrier CFS Handling Charge	SIHANOUKVI LLE	CMA	Per Unit	USD	13	13	13	13	VENDOR
Cambodia	Origin Document Fee	Sihanoukville	APL	Per Bill	USD	60	60	60	60	VENDOR
Cambodia	Origin Document Fee	Sihanoukville	MAERSK	Per Bill	USD	60	60	60	60	VENDOR
Cambodia	Origin Document Fee	Sihanoukville	ONE	Per Bill	USD	40	40	40	40	VENDOR
Cambodia	Origin Document Fee	SIHANOUKVI LLE	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Origin Document Fee	SIHANOUKVI LLE	CMA	Per Bill	USD	40	40	40	40	VENDOR
Cambodia	Origin Document Fee	SIHANOUKVI LLE	COSCO	Per Bill	USD	55	55	55	55	VENDOR
Cambodia	Origin Document Fee	SIHANOUKVI LLE	YANG MING	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Port Security Charge	SIHANOUKVI LLE	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	SURRENDER FEE	SIHANOUKVI LLE	DHL	Per Bill	USD	35	35	35	35	VENDOR
Cambodia	Terminal Handling Charge	Sihanoukville	APL	Per Container	USD	135	180	180	195	VENDOR
Cambodia	Terminal Handling Charge	Sihanoukville	MAERSK	Per Container	USD	130	180	180	205	VENDOR
Cambodia	Terminal Handling Charge	Sihanoukville	ONE	Per Container	USD	125	170	170	190	VENDOR
Cambodia	Terminal Handling Charge	SIHANOUKVI LLE	DHL	Per Container	USD	130	180	180	195	VENDOR
Cambodia	Terminal Handling Charge	SIHANOUKVI LLE	CMA	Per Container	USD	130	180	180	195	VENDOR
Cambodia	Terminal Handling Charge	SIHANOUKVI LLE	COSCO	Per Container	USD	130	180	180		VENDOR
Cambodia	Terminal Handling Charge	SIHANOUKVI LLE	YANG MING	Per Container	USD	130	180	180	205	VENDOR
Cambodia	VGM FEE	SIHANOUKVI LLE	DHL	Per Bill	USD	25	25	25	25	VENDOR
China	Carrier equipment fee	DALIAN	DHL	Per Container	CNY	100	100	100	N/A	VENDOR
China	Container Seal Fee	DALIAN	YANG MING	Per Container	RMB	55	55	55	55	VENDOR
China	Container Seal Fee	Dalian	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	DALIAN	DHL	Per Container	RMB	20	20	20	N/A	VENDOR



China	Container Seal Fee	DALIAN	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	Export Service Fee	Dalian	MAERSK	Per Entry	CNY	100	100	100	100	VENDOR
China	handling fee	DALIAN	DHL	Per Bill	RMB	150	150	150	N/A	VENDOR
China	Late Document Charge	DALIAN	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Origin Document Fee	DALIAN	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Dalian	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Dalian	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Dalian	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	DALIAN	DHL	Per Bill	RMB	450	450	450	N/A	VENDOR
China	Origin Document Fee	DALIAN	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Construction Surcharge	DALIAN	DHL	Per Container	RMB	159	212	212	N/A	VENDOR
China	Port Security Charge	DALIAN	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Port Security Charge	DALIAN	DHL	Per Container	RMB	10	15	15	N/A	VENDOR
China	Terminal Handling Charge	DALIAN	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Dalian	APL	Per Container	USD	92	138	138	201	VENDOR
China	Terminal Handling Charge	Dalian	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Dalian	ONE	Per Container	CNY	556	861	861	1,261	VENDOR
China	Terminal Handling Charge	DALIAN	DHL	Per Container	CNY	700	1050	1050	N/A	VENDOR
China	Terminal Handling Charge	DALIAN	COSCO	Per Container	CNY	680	1034	1034	1448	VENDOR
China	VGM Fee	DALIAN	DHL	Per Bill	USD	25	25	25	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	DALIAN	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	DALIAN	COSCO	Per Bill	CNY	159	212	212	212	VENDOR
China	Container Seal Fee	FUZHOU	YANG MING	Per Container	RMB	55	55	55	55	VENDOR
China	Container Seal Fee	Fuzhou	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	FUZHOU	DHL	Per Container	RMB	30	30	30	N/A	VENDOR
China	Container Seal Fee	FUZHOU	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	FUZHOU	COSCO	Per Container	CNY	30	30	30		VENDOR
China	CY Customs Handling Fee	FUZHOU	CMA	Per Unit	CNY	180	180	180	180	VENDOR
China	DHL border inspection+container inspection+port construction fee	FUZHOU	DHL	Per Container	RMB	70	108	108	N/A	VENDOR
China	EIR Fee	FUZHOU	DHL	Per Container	RMB	100	100	100	N/A	VENDOR
China	Export Service Fee	Fuzhou	MAERSK	Per Entry	CNY	100	100	100	100	VENDOR
China	Export Service Fee	FUZHOU	CMA	Per Entry	RMB	300	300	300	300	VENDOR
China	Export Service Fee	FUZHOU	COSCO	Per Entry	CNY	30	30	30		VENDOR
China	handling fee+booking fee	FUZHOU	DHL	Per Bill	RMB	310	310	310	N/A	VENDOR
China	Late Document Charge	FUZHOU	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Late Document Charge	FUZHOU	DHL	Per Bill	CNY	250	250	250	250	VENDOR
China	Late Document Charge	FUZHOU	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	FUZHOU	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	FUZHOU	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Fuzhou	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Fuzhou	ONE	Per Bill	CNY	450	450	450	450	VENDOR



China	Origin Document Fee	FUZHOU	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	FUZHOU	CMA	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	FUZHOU	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Construction Surcharge	FUZHOU	CMA	Per Bill	RMB	64	96	96	96	VENDOR
China	Port Security Charge	FUZHOU	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Terminal Handling Charge	FUZHOU	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	FUZHOU	APL	Per Container	USD	92	137	137	157	VENDOR
China	Terminal Handling Charge	Fuzhou	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Fuzhou	ONE	Per Container	CNY	532	827	827	1,006	VENDOR
China	Terminal Handling Charge	FUZHOU	DHL	Per Container	CNY	700	1050	1050	N/A	VENDOR
China	Terminal Handling Charge	FUZHOU	CMA	Per Container	RMB	630	945	945	1080	VENDOR
China	Terminal Handling Charge	FUZHOU	COSCO	Per Container	CNY	715	1112	1112		VENDOR
China	VGM Fee	FUZHOU	DHL	Per Bill	USD	25	25	25	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	FUZHOU	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Container Seal Fee	GONGYI	YANG MING	Per Container	RMB	30	30	30	30	VENDOR
China	Container Seal Fee	Gongyi	ONE	Per Container	CNY	40	40	40	40	VENDOR
China	Container Seal Fee	GONGYI	DHL	Per Container	RMB	30	30	30	N/A	VENDOR
China	Container Seal Fee	GONGYI	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	GONGYI	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	DHL border inspection+container inspection+port construction fee	GONGYI	DHL	Per Container	RMB	70	108	108	N/A	VENDOR
China	EIR Fee	GONGYI	DHL	Per Container	RMB	100	100	100	N/A	VENDOR
China	Export Service Fee	Gongyi	MAERSK	Per Entry	CNY	50	50	50	50	VENDOR
China	Export Service Fee	GONGYI	COSCO	Per Entry	CNY	40	40	40	40	VENDOR
China	handling fee+booking fee	GONGYI	DHL	Per Bill	RMB	310	310	310	N/A	VENDOR
China	Late Document Charge	GONGYI	DHL	Per Bill	cny	250	250	250	250	VENDOR
China	Late Document Charge	GONGYI	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	GONGYI	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Gongyi	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Gongyi	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Gongyi	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	GONGYI	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	GONGYI	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	GONGYI	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Security Charge	GONGYI	CMA	Per Container	USD	13	13	13	13	VENDOR
China	Terminal Handling Charge	GONGYI	YANG MING	Per Container	RMB	1031	1570	1570	1780	VENDOR
China	Terminal Handling Charge	Gongyi	APL	Per Container	USD	139	206	206	230	VENDOR
China	Terminal Handling Charge	Gongyi	MAERSK	Per Container	CNY	990	1,660	1,660	2,075	VENDOR
China	Terminal Handling Charge	Gongyi	ONE	Per Container	CNY	784	1,216	1,216	1,582	VENDOR
China	Terminal Handling Charge	GONGYI	DHL	Per Container	CNY	700	1050	1050	N/A	VENDOR
China	Terminal Handling Charge	GONGYI	CMA	Per Container	CNY	810	1215	1215	1225	VENDOR
China	Terminal Handling Charge	GONGYI	COSCO	Per Container	CNY	1000	1733	1733		VENDOR



China	VGM Fee	GONGYI	DHL	Per Bill	USD	25	25	25	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	GONGYI	COSCO	Per Container	CNY	64	96	96	96	VENDOR
China	Container Seal Fee	Guangzhou	YANG MING	Per Container	RMB	30				VENDOR
China	Container Seal Fee	Guangzhou	ONE	Per Container	CNY	40	40	40	40	VENDOR
China	Container Seal Fee	Guangzhou	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	Guangzhou	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	Guangzhou	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Late Document Charge	Guangzhou	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Guangzhou	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Guangzhou	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Guangzhou	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Guangzhou	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	Guangzhou	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Guangzhou	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Terminal Handling Charge	Guangzhou	YANG MING	Per Container	RMB	1031	1570	1570	1780	VENDOR
China	Terminal Handling Charge	Guangzhou	APL	Per Container	USD	139	206	206	230	VENDOR
China	Terminal Handling Charge	Guangzhou	ONE	Per Container	CNY	784	1,216	1,216	1,582	VENDOR
China	Terminal Handling Charge	Guangzhou	DHL	Per Container	CNY	990	1660	1660	N/A	VENDOR
China	Terminal Handling Charge	Guangzhou	CMA	Per Container	CNY	810	1215	1215	1225	VENDOR
China	Terminal Handling Charge	Guangzhou	COSCO	Per Container	CNY	1000	1733	1733		VENDOR
China	VGM Fee	Guangzhou	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Container Seal Fee	HONG KONG	YANG MING	Per Container	HKD	65	65	65	65	VENDOR
China	Container Seal Fee	HONG KONG	CMA	Per Container	HKD	65	65	65	65	VENDOR
China	Container Seal Fee	HONG KONG	COSCO	Per Container	HKD	60	60	60	60	VENDOR
China	EIR Fee	HONG KONG	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Hong Kong	MAERSK	Per Entry	HKD	60	60	60	60	VENDOR
China	Late Document Charge	HONG KONG	CMA	Per Bill	HKD	500	500	500	500	VENDOR
China	Origin Document Fee	HONG KONG	YANG MING	Per Bill	HKD	500	500	500	500	VENDOR
China	Origin Document Fee	Hong Kong	APL	Per Bill	USD	70	70	70	70	VENDOR
China	Origin Document Fee	Hong Kong	MAERSK	Per Bill	HKD	450	450	450	450	VENDOR
China	Origin Document Fee	Hong Kong	ONE	Per Bill	HKD	530	530	530	530	VENDOR
China	Origin Document Fee	HONG KONG	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	HONG KONG	CMA	Per Bill	HKD	550	550	550	550	VENDOR
China	Origin Document Fee	HONG KONG	COSCO	Per Bill	HKD	550	550	550	550	VENDOR
China	Terminal Handling Charge	HONG KONG	YANG MING	Per Container	HKD	2140	2855	2855	3615	VENDOR
China	Terminal Handling Charge	Hong Kong	APL	Per Container	USD	281	383	383	479	VENDOR
China	Terminal Handling Charge	Hong Kong	MAERSK	Per Container	HKD	2,265	3,105	3,105	3,865	VENDOR
China	Terminal Handling Charge	Hong Kong	ONE	Per Container	HKD	2,140	2,855	2,855	3,615	VENDOR
China	Terminal Handling Charge	HONG KONG	DHL	Per Container	HKD	2265	3105	3105	N/A	VENDOR
China	Terminal Handling Charge	HONG KONG	CMA	Per Container	HKD	2200	3000	3000	3750	VENDOR
China	Terminal Handling Charge	HONG KONG	COSCO	Per Container	HKD	2140	2855	2855	3615	VENDOR
China	VGM Fee	HONG KONG	DHL	Per Bill	USD	25	25	25	N/A	VENDOR



China	Container Seal Fee	HUANGPU	YANG MING	Per Container	RMB	30	30	30	30	VENDOR
China	Container Seal Fee	Huangpu	ONE	Per Container	CNY	40	40	40	40	VENDOR
China	Container Seal Fee	HUANGPU	DHL	Per Container	RMB	55	55	55	N/A	VENDOR
China	Container Seal Fee	HUANGPU	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	HUANGPU	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	HUANGPU	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Huangpu	MAERSK	Per Entry	CNY	50	50	50	50	VENDOR
China	Export Service Fee	HUANGPU	COSCO	Per Entry	CNY	40	40	40	40	VENDOR
China	Late Document Charge	HUANGPU	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	HUANGPU	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Huangpu	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Huangpu	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Huangpu	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	HUANGPU	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	HUANGPU	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	HUANGPU	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Terminal Handling Charge	HUANGPU	YANG MING	Per Container	RMB	1031	1570	1570	1780	VENDOR
China	Terminal Handling Charge	Huangpu	APL	Per Container	USD	118	177	177	178	VENDOR
China	Terminal Handling Charge	Huangpu	MAERSK	Per Container	CNY	990	1,660	1,660	2,075	VENDOR
China	Terminal Handling Charge	Huangpu	ONE	Per Container	CNY	784	1,216	1,216	1,582	VENDOR
China	Terminal Handling Charge	HUANGPU	DHL	Per Container	CNY	990	1660	1660	N/A	VENDOR
China	Terminal Handling Charge	HUANGPU	CMA	Per Container	CNY	810	1215	1215	1225	VENDOR
China	Terminal Handling Charge	HUANGPU	COSCO	Per Container	CNY	1000	1733	1733		VENDOR
China	VGM Fee	HUANGPU	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Container Seal Fee	NANJING	YANG MING	Per Container	RMB	65	65	65	65	VENDOR
China	Container Seal Fee	Nanjing	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	NANJING	DHL	Per Container	RMB	55	55	55	N/A	VENDOR
China	Container Seal Fee	NANJING	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	NANJING	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Nanjing	MAERSK	Per Entry	CNY	110	115	115	115	VENDOR
China	Export Service Fee	NANJING	COSCO	Per Entry	CNY	10	10	10		VENDOR
China	Late Document Charge	NANJING	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Origin Document Fee	NANJING	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Nanjing	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Nanjing	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Nanjing	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	NANJING	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	NANJING	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Security Charge	NANJING	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Port Security Charge	NANJING	COSCO	Per Container	CNY	10	15	15	15	VENDOR
China	Terminal Handling Charge	NANJING	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Nanjing	APL	Per Container	USD	101	151	151	186	VENDOR
China	Terminal Handling Charge	Nanjing	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR



China	Terminal Handling Charge	Nanjing	ONE	Per Container	CNY	541	828	828	1,026	VENDOR
China	Terminal Handling Charge	NANJING	DHL	Per Container	CNY	700	1050	1050	1485	VENDOR
China	Terminal Handling Charge	NANJING	COSCO	Per Container	CNY	740	1151	1151		VENDOR
China	VGM Fee	NANJING	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	NANJING	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Container Seal Fee	Nansha	YANG MING	Per Container	RMB	30				VENDOR
China	Container Seal Fee	Nansha	ONE	Per Container	CNY	40	40	40	40	VENDOR
China	Container Seal Fee	Nansha	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	Nansha	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	Nansha	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Nansha	MAERSK	Per Entry	CNY	50	50	50	50	VENDOR
China	Export Service Fee	Nansha	COSCO	Per Entry	CNY	40	40	40	40	VENDOR
China	Late Document Charge	Nansha	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Ocean Carrier CFS Handling Charge	Nansha	CMA	Per Unit	CNY	805	1190	1190	1195	VENDOR
China	Origin Document Fee	Nansha	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Nansha	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Nansha	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Nansha	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Nansha	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	Nansha	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Nansha	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Terminal Handling Charge	Nansha	YANG MING	Per Container	RMB	1031	1570	1570	1780	VENDOR
China	Terminal Handling Charge	Nansha	APL	Per Container	USD	117	173	173	174	VENDOR
China	Terminal Handling Charge	Nansha	MAERSK	Per Container	CNY	990	1,660	1,660	2,075	VENDOR
China	Terminal Handling Charge	Nansha	ONE	Per Container	CNY	784	1,216	1,216	1,582	VENDOR
China	Terminal Handling Charge	Nansha	DHL	Per Container	CNY	990	1660	1660	N/A	VENDOR
China	Terminal Handling Charge	Nansha	COSCO	Per Container	CNY	980	1630	1630	2062	VENDOR
China	VGM Fee	Nansha	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	Nansha	COSCO	Per Container	CNY	64	96	96	96	VENDOR
China	Container Seal Fee	NANTONG	YANG MING	Per Container	RMB	65	65	65	65	VENDOR
China	Container Seal Fee	Nantong	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	NANTONG	DHL	Per Container	RMB	55	55	55	N/A	VENDOR
China	Container Seal Fee	NANTONG	COSCO	Per Container	CNY	30	30	30		VENDOR
China	EIR Fee	NANTONG	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Nantong	MAERSK	Per Entry	CNY	100	100	100	100	VENDOR
China	Export Service Fee	NANTONG	COSCO	Per Entry	CNY	30	30	30		VENDOR
China	Late Document Charge	NANTONG	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Origin Document Fee	NANTONG	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Nantong	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Nantong	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Nantong	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	NANTONG	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR



China	Origin Document Fee	NANTONG	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Security Charge	NANTONG	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Port Security Charge	NANTONG	COSCO	Per Container	CNY	10	15	15		VENDOR
China	Terminal Handling Charge	NANTONG	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Nantong	APL	Per Container	USD	101	151	151	186	VENDOR
China	Terminal Handling Charge	Nantong	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Nantong	ONE	Per Container	CNY	541	828	828	1,026	VENDOR
China	Terminal Handling Charge	NANTONG	DHL	Per Container	CNY	700	1050	1050	1485	VENDOR
China	Terminal Handling Charge	NANTONG	COSCO	Per Container	CNY	740	1151	1151		VENDOR
China	VGM Fee	NANTONG	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	NANTONG	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Container Seal Fee	NINGBO	YANG MING	Per Container	RMB	65	65	65	65	VENDOR
China	Container Seal Fee	Ningbo	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	Ningbo	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	NINGBO	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	NINGBO	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Ningbo	MAERSK	Per Entry	CNY	100	100	100	100	VENDOR
China	Export Service Fee	NINGBO	COSCO	Per Entry	CNY	30	30	30	30	VENDOR
China	Late Document Charge	NINGBO	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Origin Document Fee	NINGBO	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Ningbo	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Ningbo	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Ningbo	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	NINGBO	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	Ningbo	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	NINGBO	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Terminal Handling Charge	NINGBO	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Ningbo	APL	Per Container	USD	94	142	142	208	VENDOR
China	Terminal Handling Charge	Ningbo	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Ningbo	ONE	Per Container	CNY	548	859	859	1,243	VENDOR
China	Terminal Handling Charge	NINGBO	DHL	Per Container	RMB	990	1660	1660	2075	VENDOR
China	Terminal Handling Charge	Ningbo	CMA	Per Container	CNY	650	975	975	1430	VENDOR
China	Terminal Handling Charge	NINGBO	COSCO	Per Container	CNY	680	1034	1034	1448	VENDOR
China	VGM Fee	NINGBO	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	CFS Receiving Fee	Qingdao	CMA	Per Unit	CNY	200	400	400	400	VENDOR
China	Container Seal Fee	Qingdao	YANG MING	Per Container	RMB	55	55	55	55	VENDOR
China	Container Seal Fee	Qingdao	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	Qingdao	DHL	Per Container	RMB	20	20	20	N/A	VENDOR
China	Container Seal Fee	Qingdao	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	Qingdao	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	Customs Manifest submission fee	Qingdao	DHL	Per Bill	RMB	100	100	100	N/A	VENDOR
China	Export Service Fee	Qingdao	MAERSK	Per Entry	CNY	100	100	100	100	VENDOR



China	Export Service Fee	Qingdao	COSCO	Per Entry	CNY	30	30	30	30	VENDOR
China	handling fee	Qingdao	DHL	Per Bill	RMB	200	200	200	N/A	VENDOR
China	Late Document Charge	Qingdao	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Origin Document Fee	Qingdao	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Qingdao	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Qingdao	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Qingdao	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Qingdao	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	Qingdao	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Qingdao	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Construction Surcharge	Qingdao	DHL	Per Container	RMB	405	765	770	N/A	VENDOR
China	Port Construction Surcharge	Qingdao	CMA	Per Bill	CNY	84	136	141	141	VENDOR
China	Port Security Charge	Qingdao	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Port Security Charge	Qingdao	CMA	Per Container	CNY	10	15	15	15	VENDOR
China	Terminal Handling Charge	Qingdao	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Qingdao	APL	Per Container	USD	92	138	138	201	VENDOR
China	Terminal Handling Charge	Qingdao	MAERSK	Per Container	CNY	625	980	980	1380	VENDOR
China	Terminal Handling Charge	Qingdao	ONE	Per Container	CNY	540	833	833	1,083	VENDOR
China	Terminal Handling Charge	Qingdao	DHL	Per Container	CNY	700	1050	1050	N/A	VENDOR
China	Terminal Handling Charge	Qingdao	CMA	Per Container	CNY	635	945	945	1235	VENDOR
China	Terminal Handling Charge	Qingdao	COSCO	Per Container	CNY	680	1034	1034	1448	VENDOR
China	VGM Fee	Qingdao	DHL	Per Bill	USD	25	25	25		VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	Qingdao	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	Qingdao	COSCO	Per Bill	CNY	100	100	100	100	VENDOR
China	Container Seal Fee	SHANGHAI	YANG MING	Per Container	RMB	55	55	55	55	VENDOR
China	Container Seal Fee	Shanghai	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	SHANGHAI	DHL	Per Container	RMB	55	55	55	N/A	VENDOR
China	Container Seal Fee	SHANGHAI	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	SHANGHAI	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	SHANGHAI	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Shanghai	MAERSK	Per Entry	CNY	360	415	415	465	VENDOR
China	Export Service Fee	SHANGHAI	COSCO	Per Entry	CNY	30	30	30	30	VENDOR
China	Export Service Fee (Shanghai Booking Fee)	Shanghai	ONE	Per Container	CNY	200	300	300	350	VENDOR
China	General Administrative Fee	SHANGHAI	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Late Document Charge	SHANGHAI	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Late Document Charge	SHANGHAI	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	SHANGHAI	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Shanghai	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Shanghai	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Shanghai	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	SHANGHAI	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR



China	Origin Document Fee	SHANGHAI	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	SHANGHAI	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Security Charge	SHANGHAI	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Terminal Handling Charge	SHANGHAI	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Shanghai	APL	Per Container	USD	101	151	151	186	VENDOR
China	Terminal Handling Charge	Shanghai	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Shanghai	ONE	Per Container	CNY	541	828	828	1,026	VENDOR
China	Terminal Handling Charge	SHANGHAI	DHL	Per Container	RMB	785	1170	1170	N/A	VENDOR
China	Terminal Handling Charge	SHANGHAI	CMA	Per Container	CNY	695	1040	1040	1280	VENDOR
China	Terminal Handling Charge	SHANGHAI	COSCO	Per Container	CNY	680	1034	1034	1448	VENDOR
China	VGM Fee	SHANGHAI	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	SHANGHAI	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	SHANGHAI	COSCO	Per Container	CNY	180	280	280	300	VENDOR
China	Century Storage Charge (18+ DAYS)	SHENZHEN	CMA	Per unit	RMB	298	543	543	648	VENDOR
China	Century Storage Charge (IF 8-17 DAYS)	SHENZHEN	CMA	Per unit	RMB	170	310	310	370	VENDOR
China	Container Seal Fee	SHENZHEN	YANG MING	Per Container	RMB	30	30	30	30	VENDOR
China	Container Seal Fee	Shenzhen	ONE	Per Container	CNY	40	40	40	40	VENDOR
China	Container Seal Fee	SHENZHEN	CMA	Per Container	RMB	30	30	30	30	VENDOR
China	Container Seal Fee	SHENZHEN	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	SHENZHEN	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Shenzhen	MAERSK	Per Entry	CNY	50	50	50	50	VENDOR
China	FCR Fee (also called Century Documentation Charge)	SHENZHEN	CMA	Per Bill	RMB	450	450	450	450	VENDOR
China	Late Document Charge	SHENZHEN	CMA	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	SHENZHEN	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Shenzhen	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Shenzhen	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Shenzhen	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	SHENZHEN	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	SHENZHEN	CMA	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	SHENZHEN	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Construction Surcharge	SHENZHEN	YANG MING	Per Container	RMB	64	96	96	96	VENDOR
China	Port Security Charge	SHENZHEN	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Terminal Handling Charge	SHENZHEN	YANG MING	Per Container	RMB	1031	1570	1570	1780	VENDOR
China	Terminal Handling Charge	Shenzhen	APL	Per Container	USD	139	206	206	230	VENDOR
China	Terminal Handling Charge	Shenzhen	MAERSK	Per Container	CNY	990	1,660	1,660	2,075	VENDOR
China	Terminal Handling Charge	Shenzhen	ONE	Per Container	CNY	784	1,216	1,216	1,582	VENDOR
China	Terminal Handling Charge	SHENZHEN	DHL	Per Container	RMB	990	1660	1660	2075	VENDOR
China	Terminal Handling Charge	SHENZHEN	CMA	Per Container	RMB	955	1420	1420	1580	VENDOR
China	Terminal Handling Charge	SHENZHEN	COSCO	Per Container	CNY	980	1630	1630	2062	VENDOR
China	VGM Fee	SHENZHEN	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Container Seal Fee	Wenzhou	YANG MING	Per Container	RMB	55	55	55	55	VENDOR



China	Container Seal Fee	Wenzhou	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	Wenzhou	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	Wenzhou	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Wenzhou	MAERSK	Per Entry	CNY	100	100	100	100	VENDOR
China	Export Service Fee	Wenzhou	COSCO	Per Entry	CNY	30	30	30		VENDOR
China	Late Document Charge	Wenzhou	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Origin Document Fee	Wenzhou	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Wenzhou	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Wenzhou	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Wenzhou	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Wenzhou	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	Wenzhou	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Security Charge	Wenzhou	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Terminal Handling Charge	Wenzhou	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Wenzhou	APL	Per Container	USD	101	151	151	186	VENDOR
China	Terminal Handling Charge	Wenzhou	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Wenzhou	ONE	Per Container	CNY	540	833	833	1,083	VENDOR
China	Terminal Handling Charge	Wenzhou	DHL	Per Container	CNY	700	1050	1050	1485	VENDOR
China	Terminal Handling Charge	Wenzhou	COSCO	Per Container	CNY	715	1112	1112		VENDOR
China	VGM Fee	Wenzhou	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	Wenzhou	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Container Seal Fee	XIAMEN	YANG MING	Per Container	RMB	55	55	55	55	VENDOR
China	Container Seal Fee	Xiamen	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	XIAMEN	DHL	Per Container	RMB	30	30	30	N/A	VENDOR
China	Container Seal Fee	Xiamen	CMA	Per Container	RMB	30	30	30	30	VENDOR
China	Container Seal Fee	XIAMEN	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	DHL border inspection+container inspection+port construction fee	XIAMEN	DHL	Per Container	RMB	70	108	108	N/A	VENDOR
China	EIR Fee	XIAMEN	DHL	Per Container	RMB	100	100	100	N/A	VENDOR
China	Export Service Fee	Xiamen	MAERSK	Per Entry	CNY	100	100	100	100	VENDOR
China	Export Service Fee	XIAMEN	COSCO	Per Entry	CNY	30	30	30	30	VENDOR
China	handling fee+booking fee	XIAMEN	DHL	Per Bill	RMB	310	310	310	N/A	VENDOR
China	Late Document Charge	XIAMEN	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
China	Late Document Charge	XIAMEN	DHL	Per Bill	CNY	250	250	250	250	VENDOR
China	Late Document Charge	Xiamen	CMA	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	XIAMEN	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Xiamen	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Xiamen	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Xiamen	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	XIAMEN	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	Xiamen	CMA	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	XIAMEN	COSCO	Per Bill	CNY	450	450	450	450	VENDOR



China	Port Security Charge	XIAMEN	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Terminal Handling Charge	XIAMEN	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Xiamen	APL	Per Container	USD	80	120	120	148	VENDOR
China	Terminal Handling Charge	Xiamen	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Xiamen	ONE	Per Container	CNY	532	827	827	1,006	VENDOR
China	Terminal Handling Charge	XIAMEN	DHL	Per Container	CNY	700	1050	1050	N/A	VENDOR
China	Terminal Handling Charge	Xiamen	CMA	Per Container	RMB	550	825	825	1020	VENDOR
China	Terminal Handling Charge	XIAMEN	COSCO	Per Container	CNY	680	1034	1034	1448	VENDOR
China	VGM Fee	XIAMEN	DHL	Per Bill	USD	25	25	25	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	XIAMEN	YANG MING	Per Container	RMB	220	350	350	350	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	Xiamen	CMA	Per Bill	RMB	80	80	80	80	VENDOR
China	Container Seal Fee	XINGANG	YANG MING	Per Container	RMB	68	68	68	68	VENDOR
China	Container Seal Fee	Xingang	ONE	Per Container	CNY	20	20	20	20	VENDOR
China	Container Seal Fee	XINGANG	DHL	Per Container	RMB	20	20	20	N/A	VENDOR
China	Container Seal Fee	Xingang	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	XINGANG	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	Customs Manifest submission fee	XINGANG	DHL	Per Bill	RMB	110	110	100	N/A	VENDOR
China	EDI Terminal Fee	XINGANG	DHL	Per Bill	CNY	100	100	100	100	VENDOR
China	EDI Terminal Fee	Xingang	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Export Service Fee	XINGANG	COSCO	Per Entry	CNY	30	30	30	30	VENDOR
China	Late Document Charge	XINGANG	YANG MING	PER BILL	USD	50	50	50	50	VENDOR
China	Origin Document Fee	XINGANG	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Xingang	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Xingang	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Xingang	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	XINGANG	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	Xingang	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	XINGANG	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Construction Surcharge	XINGANG	DHL	Per Container	RMB	305	535	535	N/A	VENDOR
China	Port Security Charge	XINGANG	YANG MING	Per Container	RMB	10	15	15	15	VENDOR
China	Port Security Charge	XINGANG	DHL	Per Container	RMB	10	15	15	N/A	VENDOR
China	Terminal Handling Charge	XINGANG	YANG MING	Per Container	RMB	663	1027	1027	1306	VENDOR
China	Terminal Handling Charge	Xingang	APL	Per Container	USD	86	128	128	165	VENDOR
China	Terminal Handling Charge	Xingang	MAERSK	Per Container	CNY	625	980	980	1,380	VENDOR
China	Terminal Handling Charge	Xingang	ONE	Per Container	CNY	532	814	814	1,054	VENDOR
China	Terminal Handling Charge	XINGANG	DHL	Per Container	CNY	700	1050	1050	N/A	VENDOR
China	Terminal Handling Charge	Xingang	CMA	Per Container	CNY	590	880	880	1135	VENDOR
China	Terminal Handling Charge	XINGANG	COSCO	Per Container	CNY	680	1034	1034	1448	VENDOR
China	VGM Fee	XINGANG	DHL	Per Bill	USD	25	25	25	N/A	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	XINGANG	YANG MING	Per Container	RMB	252	404	410	416	VENDOR
China	Wharfage Fee (also called Booking Fee by Port)	XINGANG	COSCO	Per Container	CNY	135	210	210	310	VENDOR



China	Container Seal Fee	ZHONGSHAN	YANG MING	Per Container	RMB	30				VENDOR
China	Container Seal Fee	Zhongshan	ONE	Per Container	CNY	40	40	40	40	VENDOR
China	Container Seal Fee	ZHONGSHAN	CMA	Per Container	CNY	30	30	30	30	VENDOR
China	Container Seal Fee	ZHONGSHAN	COSCO	Per Container	CNY	30	30	30	30	VENDOR
China	EIR Fee	ZHONGSHAN	DHL	Per Container	RMB	50	50	50	N/A	VENDOR
China	Export Service Fee	Zhongshan	MAERSK	Per Entry	CNY	50	50	50	50	VENDOR
China	Export Service Fee	ZHONGSHAN	COSCO	Per Entry	CNY	40	40	40	40	VENDOR
China	Late Document Charge	ZHONGSHAN	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	ZHONGSHAN	YANG MING	Per Bill	RMB	450	450	450	450	VENDOR
China	Origin Document Fee	Zhongshan	APL	Per Bill	USD	65	65	65	65	VENDOR
China	Origin Document Fee	Zhongshan	MAERSK	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	Zhongshan	ONE	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	ZHONGSHAN	DHL	Per Bill	RMB	500	500	500	N/A	VENDOR
China	Origin Document Fee	ZHONGSHAN	CMA	Per Bill	CNY	450	450	450	450	VENDOR
China	Origin Document Fee	ZHONGSHAN	COSCO	Per Bill	CNY	450	450	450	450	VENDOR
China	Port Security Charge	ZHONGSHAN	CMA	Per Container	USD	13	13	13	13	VENDOR
China	Terminal Handling Charge	ZHONGSHAN	YANG MING	Per Container	RMB	1031	1570	1570	1780	VENDOR
China	Terminal Handling Charge	Zhongshan	APL	Per Container	USD	118	177	177	178	VENDOR
China	Terminal Handling Charge	Zhongshan	MAERSK	Per Container	CNY	990	1,660	1,660	2,075	VENDOR
China	Terminal Handling Charge	Zhongshan	ONE	Per Container	CNY	784	1,216	1,216	1,582	VENDOR
China	Terminal Handling Charge	ZHONGSHAN	DHL	Per Container	CNY	990	1660	1660	N/A	VENDOR
China	Terminal Handling Charge	ZHONGSHAN	CMA	Per Container	CNY	810	1215	1215	1225	VENDOR
China	Terminal Handling Charge	ZHONGSHAN	COSCO	Per Container	CNY	1000	1733	1733		VENDOR
China	VGM Fee	ZHONGSHAN	DHL	Per Bill	RMB	165	165	165	N/A	VENDOR
France	Bill of Lading Fee	Le Havre	DHL	Per Bill	EUR	40	40	40	40	VENDOR
France	Customs Document Fee	Le Havre	DHL	Per Bill	EUR	50	50	50	50	VENDOR
France	Port Security Charge	Le Havre	DHL	Per Container	EUR	18	18	18		VENDOR
France	Terminal Handling Charge	Le Havre	DHL	Per Container	EUR	215	215	215		VENDOR
France	VGM Fee	Le Havre	DHL	Per Bill	EUR	22	22	22	22	VENDOR
Germany	Century CY Handling Fee	Bremerhaven	DHL	Per Bill	EUR	35	35	35	35	VENDOR
Germany	CFS Customs Entry Fee	Bremerhaven	DHL	per Entry	EUR	45	45	45	45	VENDOR
Germany	Container Seal Fee	Bremerhaven	DHL	Per Container	EUR	15	15	15	15	VENDOR
Germany	CY Customs Handling Fee	Bremerhaven	DHL	Per Bill	EUR	35	35	35	35	VENDOR
Germany	EDI Terminal Fee	Bremerhaven	DHL	Per Bill	EUR	240	240	240	240	VENDOR
Germany	FCR Fee (also called Century Documentation Charge)	Bremerhaven	DHL	Per Container	EUR	45	45	45	45	VENDOR
Germany	Late Document Charge	Bremerhaven	DHL	Per Bill	EUR	150	150	150	150	VENDOR
Germany	Origin Document Fee	Bremerhaven	MAERSK	Per Bill	EUR	15	15	15	15	VENDOR
Germany	Origin Document Fee	Bremerhaven	DHL	Per Bill	EUR	20	20	20	20	VENDOR
Germany	Terminal Handling Charge	Bremerhaven	MAERSK	Per Container	EUR	245	245	245	245	VENDOR
Germany	Terminal Handling Charge	Bremerhaven	DHL	Per Container	EUR	30	30	30	30	VENDOR
Germany	Century CY Handling Fee	Hamburg	DHL	Per Bill	EUR	35	35	35	35	VENDOR
Germany	CFS Customs Entry Fee	Hamburg	DHL	per Entry	EUR	45	45	45	45	VENDOR



Germany	Container Seal Fee	Hamburg	DHL	Per Container	EUR	15	15	15	15	VENDOR
Germany	CY Customs Handling Fee	Hamburg	DHL	Per Bill	EUR	35	35	35	35	VENDOR
Germany	FCR Fee (also called Century Documentation Charge)	Hamburg	DHL	Per Container	EUR	45	45	45	45	VENDOR
Germany	Late Document Charge	Hamburg	DHL	Per Bill	EUR	150	150	150	150	VENDOR
Germany	Ocean Carrier CFS Handling Charge	Hamburg	DHL	Per Bill	EUR	20	20	20	20	VENDOR
Germany	Origin Document Fee	Hamburg	DHL	Per Bill	EUR	20	20	20	20	VENDOR
Germany	Terminal Handling Charge	Hamburg	DHL	Per Container	EUR	240	240	240	240	VENDOR
India	Century CY Handling Fee	CHENNAI	DHL	Per Bill	INR	2310	2310	2310		VENDOR
India	CFS Customs Entry Fee	CHENNAI	DHL	Per Container	INR	5850	6175	6850		VENDOR
India	Container Seal Fee	CHENNAI	DHL	Per Container	INR	330	330	330		VENDOR
India	Container Seal Fee	CHENNAI	COSCO	Per Container	USD	5	5	5	5	VENDOR
India	Container Seal Fee	CHENNAI	YANG MING	Per Container	INR	6	6	6	6	VENDOR
India	Export Service Fee	Chennai	MAERSK	Per Entry	USD	5	5	5	5	VENDOR
India	Gate Fee	CHENNAI	DHL	Per Container	INR	3575	3575	3575		VENDOR
India	Late Document Charge	CHENNAI	DHL	Per Bill	INR	3950	3950	3950		VENDOR
India	Origin Document Fee	Chennai	APL	Per Bill	USD	55	55	55	55	VENDOR
India	Origin Document Fee	Chennai	MAERSK	Per Bill	INR	3,000	3,000	3,000	3,000	VENDOR
India	Origin Document Fee	Chennai	ONE	Per Bill	INR	2,500	2,500	2,500	2,500	VENDOR
India	Origin Document Fee	CHENNAI	DHL	Per Bill	INR	6710	6710	6710		VENDOR
India	Origin Document Fee	CHENNAI	CMA	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Origin Document Fee	CHENNAI	COSCO	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Terminal Handling Charge	Chennai	APL	Per Container	USD	76	105	105	127	VENDOR
India	Terminal Handling Charge	Chennai	MAERSK	Per Container	INR	5,974	8,440	8,440	10,528	VENDOR
India	Terminal Handling Charge	Chennai	ONE	Per Container	INR	4,500	6,610	6,610		VENDOR
India	Terminal Handling Charge	CHENNAI	DHL	Per Container	INR	5665	7550	7550		VENDOR
India	Terminal Handling Charge	CHENNAI	CMA	Per Container	INR	5500	7600	7600	8085	VENDOR
India	Terminal Handling Charge	CHENNAI	COSCO	per unit	INR	4650	6650	6650		VENDOR
India	Terminal Handling Charge	CHENNAI	YANG MING	Per Container	INR	5300	7500	7500	N/A	VENDOR
India	Wharfage Fee (also called Booking Fee by Port)	CHENNAI	DHL	Per Container	INR	2750	5500	5500		VENDOR
India	Container Seal Fee	COCHIN	COSCO	Per Container	USD	5	5	5	5	VENDOR
India	Container Seal Fee	COCHIN	YANG MING	Per Container	INR	6	6	6	6	VENDOR
India	Export Service Fee	Cochin	MAERSK	Per Entry	USD	5	5	5	5	VENDOR
India	Origin Document Fee	Cochin	APL	Per Bill	USD	55	55	55	55	VENDOR
India	Origin Document Fee	Cochin	MAERSK	Per Bill	INR	3,000	3,000	3,000	3,000	VENDOR
India	Origin Document Fee	Cochin	ONE	Per Bill	INR	2,500	2,500	2,500	2,500	VENDOR
India	Origin Document Fee	COCHIN	COSCO	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Origin Document Fee	COCHIN	CMA	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Terminal Handling Charge	Cochin	APL	Per Container	USD	127	188	188	262	VENDOR
India	Terminal Handling Charge	Cochin	MAERSK	Per Container	INR	10,375	15,700	15,700	21,300	VENDOR
India	Terminal Handling Charge	Cochin	ONE	Per Container	INR	8,500	12,500	12,500		VENDOR
India	Terminal Handling Charge	COCHIN	COSCO	Per Container	IND	8900	12600	12600		VENDOR



India	Terminal Handling Charge	COCHIN	YANG MING	Per Container	INR	9150	13500	13500	N/A	VENDOR
India	Terminal Handling Charge	COCHIN	CMA	Per Container	INR	9000	13000	13000	14110	VENDOR
India	Container Seal Fee	Kattupalli	DHL	Per Container	INR	330	330	330		VENDOR
India	Container Seal Fee	Kattupalli	COSCO	Per Container	USD	5	5	5	5	VENDOR
India	Export Service Fee	Kattupalli	MAERSK	Per Entry	USD	5	5	5	5	VENDOR
India	Origin Document Fee	Kattupalli	MAERSK	Per Bill	INR	3,000	3,000	3,000	3,000	VENDOR
India	Origin Document Fee	Kattupalli	ONE	Per Bill	INR	2,500	2,500	2,500	2,500	VENDOR
India	Origin Document Fee	Kattupalli	DHL	Per Bill	INR	3500	3500	3500	3500	VENDOR
India	Origin Document Fee	Kattupalli	COSCO	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Origin Document Fee	Kattupalli	CMA	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Terminal Handling Charge	Kattupalli	MAERSK	Per Container	INR	5,764	8,430	8,430	10,628	VENDOR
India	Terminal Handling Charge	Kattupalli	ONE	Per Container	INR	4,500	6,500	6,500		VENDOR
India	Terminal Handling Charge	Kattupalli	DHL	Per Container	INR	5665	7550	7550		VENDOR
India	Terminal Handling Charge	Kattupalli	CMA	Per Container	INR	5500	7600	7600	8085	VENDOR
India	Container Seal Fee	Kolkata	COSCO	Per Container	USD	5	5	5	5	VENDOR
India	Container Seal Fee	Kolkata	YANG MING	Per Container	INR	6	6	6	6	VENDOR
India	Origin Document Fee	Kolkata	ONE	Per Bill	INR	2,500	2,500	2,500	2,500	VENDOR
India	Origin Document Fee	Kolkata	COSCO	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Origin Document Fee	Kolkata	CMA	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Terminal Handling Charge	Kolkata	ONE	Per Container	INR	8,900	12,500	12,500	16,000	VENDOR
India	Terminal Handling Charge	Kolkata	COSCO	Per Container	INR	8220	11900	11900		VENDOR
India	Terminal Handling Charge	Kolkata	YANG MING	Per Container	INR	8500	12200	12200	N/A	VENDOR
India	Terminal Handling Charge	Kolkata	CMA	Per Container	INR	9250	13550	13550		VENDOR
India	Century CY Handling Fee	NHAVA SHEVA	DHL	Per Bill	INR	2310	2310	2310		VENDOR
India	CFS Customs Entry Fee	NHAVA SHEVA	DHL	Per Container	INR	5850	6175	6850		VENDOR
India	Container Seal Fee	NHAVA SHEVA	DHL	Per Container	INR	330	330	330		VENDOR
India	Container Seal Fee	NHAVA SHEVA	COSCO	Per Container	USD	5	5	5	5	VENDOR
India	Container Seal Fee	NHAVA SHEVA	YANG MING	Per Container	INR	6	6	6	6	VENDOR
India	Export Service Fee	Nhava Sheva	MAERSK	Per Entry	USD	5	5	5	5	VENDOR
India	Gate Fee	NHAVA SHEVA	DHL	Per Container	INR	3575	3575	3575		VENDOR
India	Late Document Charge	NHAVA SHEVA	DHL	Per Bill	INR	3950	3950	3950		VENDOR
India	Origin Document Fee	Nhava Sheva	APL	Per Bill	USD	55	55	55	55	VENDOR
India	Origin Document Fee	Nhava Sheva	MAERSK	Per Bill	INR	3,000	3,000	3,000	3,000	VENDOR
India	Origin Document Fee	Nhava Sheva	ONE	Per Bill	INR	2,500	2,500	2,500	2,500	VENDOR
India	Origin Document Fee	NHAVA SHEVA	DHL	Per Bill	INR	6710	6710	6710		VENDOR
India	Origin Document Fee	NHAVA SHEVA	COSCO	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Origin Document Fee	NHAVA SHEVA	CMA	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Terminal Handling Charge	Nhava Sheva	APL	Per Container	USD	108	177	177	194	VENDOR
India	Terminal Handling Charge	Nhava Sheva	MAERSK	Per Container	INR	8,440	11,255	11,255	15,805	VENDOR
India	Terminal Handling Charge	Nhava Sheva	ONE	Per Container	INR	7,630	12,260	12,260		VENDOR
India	Terminal Handling Charge	NHAVA SHEVA	DHL	Per Container	INR	9955	18000	18000		VENDOR
India	Terminal Handling Charge	NHAVA SHEVA	COSCO	Per Container	INR	7750	12000	12000		VENDOR
India	Terminal Handling Charge	NHAVA SHEVA	YANG MING	Per Container	INR	7800	11750	11750	N/A	VENDOR



India	Terminal Handling Charge	NHAVA SHEVA	CMA	Per Container	INR	7800	12800	12800	14090	VENDOR
India	Wharfage Fee (also called Booking Fee by Port)	NHAVA SHEVA	DHL	Per Container	INR	2750	5500	5500		VENDOR
India	Container Seal Fee	TUTICORIN	COSCO	Per Container	USD	5	5	5	5	VENDOR
India	Container Seal Fee	TUTICORIN	YANG MING	Per Container	INR	6	6	6	6	VENDOR
India	Export Service Fee	Tuticorin	MAERSK	Per Entry	USD	5	5	5	5	VENDOR
India	Origin Document Fee	Tuticorin	APL	Per Bill	USD	55	55	55	55	VENDOR
India	Origin Document Fee	Tuticorin	MAERSK	Per Bill	INR	3,000	3,000	3,000	3,000	VENDOR
India	Origin Document Fee	Tuticorin	ONE	Per Bill	INR	2,500	2,500	2,500	2,500	VENDOR
India	Origin Document Fee	TUTICORIN	COSCO	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Origin Document Fee	TUTICORIN	CMA	Per Bill	INR	3000	3000	3000	3000	VENDOR
India	Terminal Handling Charge	Tuticorin	APL	Per Container	USD	76	102	102	140	VENDOR
India	Terminal Handling Charge	Tuticorin	MAERSK	Per Container	INR	5,275	7,050	7,050	8,280	VENDOR
India	Terminal Handling Charge	Tuticorin	ONE	Per Container	INR	4,000	5,000	5,000		VENDOR
India	Terminal Handling Charge	TUTICORIN	COSCO	Per Container	IND	4500	6000	6000		VENDOR
India	Terminal Handling Charge	TUTICORIN	YANG MING	Per Container	INR	4700	6200	6200	N/A	VENDOR
India	Terminal Handling Charge	TUTICORIN	CMA	Per Container	INR	5500	7400	7400	7450	VENDOR
Indonesia	Bill of Lading Fee	JAKARTA	CMA	Per Bill	IDR	400,000	400,000	400,000	400,000	VENDOR
Indonesia	Century CY Handling Fee	JAKARTA	DHL	Per Bill	USD	50	50	50		VENDOR
Indonesia	Container Seal Fee	JAKARTA	DHL	Per Container	USD	15	15	15		VENDOR
Indonesia	Container Seal Fee	JAKARTA	CMA	Per Container	USD	8	8	8	8	VENDOR
Indonesia	Container Seal Fee	JAKARTA	COSCO	Per Container	IDR	110,000	110,000	110,000		VENDOR
Indonesia	Container Seal Fee	JAKARTA	YANG MING	Per Container	IDR	120000	120000	120000	120000	VENDOR
Indonesia	CY Customs Handling Fee	JAKARTA	DHL	Per Container	USD	105	160	160		VENDOR
Indonesia	Export Service Fee	JAKARTA	CMA	Per Entry	IDR	350,000	350,000	350,000	350,000	VENDOR
Indonesia	Export Service Fee	Jakarta	MAERSK	Per Entry	IDR	50,000	50,000	50,000	50,000	VENDOR
Indonesia	Export Service Fee	JAKARTA	YANG MING	Per Entry	IDR	100000	130000			VENDOR
Indonesia	Export Service Fee (Export Admin Fee)	JAKARTA	CMA	Per Bill	IDR	200,000	200,000	200,000	200,000	VENDOR
Indonesia	Late Document Charge	JAKARTA	YANG MING	Per Bill	IDR	72500	72500	72500	72500	VENDOR
Indonesia	Late Document Charge (Late final SI)	JAKARTA	CMA	Per Bill	IDR	250,000	250,000	250,000	250,000	VENDOR
Indonesia	Origin Document Fee	Jakarta	APL	Per Bill	USD	7	7	7	7	VENDOR
Indonesia	Origin Document Fee	Jakarta	MAERSK	Per Bill	IDR	100,000	100,000	100,000	100,000	VENDOR
Indonesia	Origin Document Fee	Jakarta	ONE	Per Bill	IDR	100,000	100,000	100,000	100,000	VENDOR
Indonesia	Origin Document Fee	JAKARTA	DHL	Per Bill	USD	15	15	15		VENDOR
Indonesia	Origin Document Fee	JAKARTA	COSCO	Per Bill	IDR	100,000	100,000	100,000	100,000	VENDOR
Indonesia	Origin Document Fee	JAKARTA	YANG MING	Per Bill	IDR	100000	100000	100000	100000	VENDOR
Indonesia	Origin Document Fee	JAKARTA	CMA	Per Bill	IDR	100,000	100,000	100,000	100,000	VENDOR
Indonesia	Port Security Charge	JAKARTA	DHL	Per Container	USD	60	85	85		VENDOR
Indonesia	Telex Release Fee	JAKARTA	CMA	Per Bill	IDR	420,000	420,000	420,000	420,000	VENDOR
Indonesia	Terminal Handling Charge	Jakarta	APL	Per Container	USD	95	145	145	245	VENDOR
Indonesia	Terminal Handling Charge	Jakarta	MAERSK	Per Container	USD	95	145	145	185	VENDOR
Indonesia	Terminal Handling Charge	Jakarta	ONE	Per Container	USD	95	145	145	185	VENDOR
Indonesia	Terminal Handling Charge	JAKARTA	CMA	Per Container	USD	95	145	145	245	VENDOR



Indonesia	Terminal Handling Charge	JAKARTA	COSCO	Per Container	USD	95	145	185		VENDOR
Indonesia	Terminal Handling Charge	JAKARTA	YANG MING	Per Container	USD	95	145	145		VENDOR
Indonesia	Bill of Lading Fee	SURABAYA	CMA	Per Bill	IDR	400,000	400,000	400,000	400,000	VENDOR
Indonesia	Century CY Handling Fee	SURABAYA	DHL	Per Bill	USD	50	50	50		VENDOR
Indonesia	Container Seal Fee	SURABAYA	DHL	Per Container	USD	15	15	15		VENDOR
Indonesia	Container Seal Fee	SURABAYA	CMA	Per Container	USD	8	8	8	8	VENDOR
Indonesia	Container Seal Fee	SURABAYA	COSCO	Per Container	IDR	110,000	110,000	110,000		VENDOR
Indonesia	Container Seal Fee	SURABAYA	YANG MING	Per Container	IDR	120000	120000	120000	120000	VENDOR
Indonesia	CY Customs Handling Fee	SURABAYA	DHL	Per Container	USD	105	160	160		VENDOR
Indonesia	Export Service Fee	SURABAYA	CMA	Per Entry	IDR	350,000	350,000	350,000	350,000	VENDOR
Indonesia	Export Service Fee	Surabaya	MAERSK	Per Entry	IDR	50000	50000	50000	50000	VENDOR
Indonesia	Export Service Fee	SURABAYA	COSCO	Per Entry	IDR	115,000	210,000	210,000		VENDOR
Indonesia	Export Service Fee	SURABAYA	YANG MING	Per Entry	IDR	130000	130000	130000	130000	VENDOR
Indonesia	Export Service Fee (Export Admin Fee)	SURABAYA	CMA	Per Bill	IDR	200,000	200,000	200,000	200,000	VENDOR
Indonesia	Late Document Charge	SURABAYA	YANG MING	Per Bill	IDR	725000	725000	725000	725000	VENDOR
Indonesia	Late Document Charge (Late Final SI)	SURABAYA	CMA	Per Bill	IDR	250,000	250,000	250,000	250,000	VENDOR
Indonesia	Municipal Government Surcharge	SURABAYA	YANG MING	Per Bill	IDR	120750	220500	220500		VENDOR
Indonesia	Origin Document Fee	Surabaya	APL	Per Bill	USD	7	7	7	7	VENDOR
Indonesia	Origin Document Fee	Surabaya	MAERSK	Per Bill	IDR	100000	100000	100000	100000	VENDOR
Indonesia	Origin Document Fee	Surabaya	ONE	Per Bill	IDR	100,000	100,000	100,000	100,000	VENDOR
Indonesia	Origin Document Fee	SURABAYA	DHL	Per Bill	USD	15	15	15		VENDOR
Indonesia	Origin Document Fee	SURABAYA	CMA	Per Bill	IDR	100,000	100,000	100,000	100,000	VENDOR
Indonesia	Origin Document Fee	SURABAYA	COSCO	Per Bill	IDR	100,000	100,000	100,000	100,000	VENDOR
Indonesia	Origin Document Fee	SURABAYA	YANG MING	Per Bill	IDR	100000	100000	100000	100000	VENDOR
Indonesia	Port Security Charge	SURABAYA	DHL	Per Container	USD	60	85	85		VENDOR
Indonesia	Surabaya Channel Fee	SURABAYA	CMA	Per Container	IDR	120,750	220,500	220,500	220,500	VENDOR
Indonesia	Telex Release fee	SURABAYA	CMA	Per Bill	IDR	420,000	420,000	420,000	420,000	VENDOR
Indonesia	Terminal Handling Charge	Surabaya	APL	Per Container	USD	95	145	145	245	VENDOR
Indonesia	Terminal Handling Charge	Surabaya	MAERSK	Per Container	USD	95	145	145	185	VENDOR
Indonesia	Terminal Handling Charge	Surabaya	ONE	Per Container	USD	95	145	145	185	VENDOR
Indonesia	Terminal Handling Charge	SURABAYA	CMA	Per Container	USD	95	145	145	245	VENDOR
Indonesia	Terminal Handling Charge	SURABAYA	COSCO	Per Container	USD	95	145	185		VENDOR
Indonesia	Terminal Handling Charge	SURABAYA	YANG MING	Per Container	USD	95	145	145		VENDOR
Israel	Century CY Handling Fee	Haifa	DHL	Per Bill	USD	50	50	50		VENDOR
Israel	Container Seal Fee	Haifa	DHL	Per Container	USD	6	6	6		VENDOR
Israel	CY Customs Handling Fee	Haifa	DHL	Per Bill	USD	50	50	50		VENDOR
Israel	EDI Terminal Fee	Haifa	DHL	Per Bill	USD	35	35	35		VENDOR
Israel	Export Service Fee	Haifa	MAERSK	Per Entry	USD	25	40	40	40	VENDOR
Israel	FCR Fee (also called Century Documentation Charge)	Haifa	DHL	Per Bill	USD	35	35	35		VENDOR
Israel	Origin Document Fee	Haifa	DHL	Per Bill	USD	30	30	30		VENDOR
Israel	Origin Document Fee	Haifa	MAERSK	Per Bill	USD	55	55	55	55	VENDOR
Israel	Port Construction Surcharge	Haifa	DHL	Per Container	USD	20	20	20		VENDOR



Israel	Port Security Charge	Haifa	DHL	Per Container	USD	15	15	15		VENDOR
Israel	Terminal Handling Charge	Haifa	DHL	Per Container	USD	235	355	355		VENDOR
Israel	Terminal Handling Charge	Haifa	MAERSK	Per Container	USD	285	410	410	410	VENDOR
Israel	Wharfage Fee (also called Booking Fee by Port)	Haifa	DHL	Per Container	USD	85	105	105		VENDOR
Italy	CFS Customs Entry Fee	Livorno	DHL	Per Entry	EUR	55	55	55		VENDOR
Italy	Container Seal Fee	Livorno	DHL	Per Container	EUR	8	8	8		VENDOR
Italy	EDI Terminal Fee = VGM Processing Fee	Livorno	DHL	Per Bill	EUR	25	25	25		VENDOR
Italy	Late Document Charge	Livorno	DHL	Per Bill	EUR	35	35	35		VENDOR
Italy	Origin Document Fee	Livorno	DHL	Per Bill	EUR	55	55	55		VENDOR
Italy	Port Security Charge	Livorno	DHL	Per Container	EUR	21	21	21		VENDOR
Italy	Terminal Handling Charge	Livorno	DHL	Per Container	EUR	195	195	195		VENDOR
Korea	Century CY Handling Fee	Busan	DHL	Per Bill	USD	60	60	60		VENDOR
Korea	CFS Receiving Fee	BUSAN	CMA	Per CBM	KRW	10,165	10,165	10,165	10,165	VENDOR
Korea	Container Seal Fee	BUSAN	CMA	Per Container	KRW	8000	8000	8000	8000	VENDOR
Korea	Container Seal Fee	Busan	COSCO	Per Container	KRW	8000	8000	8000		VENDOR
Korea	Container Seal Fee	BUSAN	YANG MING	Per Container	KRW	8000	8000	8000	8000	VENDOR
Korea	Export Service Fee	Busan	MAERSK	Per Entry	KRW	10,000	10,000	10,000	10,000	VENDOR
Korea	Late Document Charge	BUSAN	CMA	Per Bill	KRW	50,000	50,000	50,000	50,000	VENDOR
Korea	Origin Document Fee	Busan	APL	Per Bill	USD	45	45	45	45	VENDOR
Korea	Origin Document Fee	Busan	MAERSK	Per Bill	KRW	70,000	70,000	70,000	40,000	VENDOR
Korea	Origin Document Fee	Busan	ONE	Per Bill	KRW	40,000	40,000	40,000	40,000	VENDOR
Korea	Origin Document Fee	BUSAN	CMA	Per Bill	KRW	50,000	50,000	50,000	50,000	VENDOR
Korea	Origin Document Fee	Busan	COSCO	Per Bill	KRW	40,000	40,000	40,000	40,000	VENDOR
Korea	Origin Document Fee	BUSAN	YANG MING	Per Bill	KRW	40000	40000	40000	40000	VENDOR
Korea	Terminal Handling Charge	Busan	APL	Per Container	USD	146	213	213	251	VENDOR
Korea	Terminal Handling Charge	Busan	MAERSK	Per Container	KRW	240,000	349,000	349,000	178,000	VENDOR
Korea	Terminal Handling Charge	Busan	ONE	Per Container	KRW	130,000	180,000	180,000	227,000	VENDOR
Korea	Terminal Handling Charge	Busan	DHL	Per Container	KRW	155	275	275		VENDOR
Korea	Terminal Handling Charge	BUSAN	CMA	Per Container	KRW	116,000	156,000	156,000	193,000	VENDOR
Korea	Terminal Handling Charge	Busan	COSCO	Per Container	KRW	120000	166000	166000		VENDOR
Korea	Terminal Handling Charge	BUSAN	YANG MING	Per Container	KRW	130000	180000	180000	228000	VENDOR
Korea	Wharfage fee (Booking fee)	Busan	APL	Per Container	USD	4	8	8	9	VENDOR
Korea	Wharfage Fee (also called Booking Fee by Port)	Busan	DHL	Per Container	KRW	4895	9735	9735		VENDOR
Korea	Wharfage Fee (also called Booking Fee by Port)	BUSAN	CMA	Per Container	KRW	4420	8840	8840	10000	VENDOR
Korea	Wharfage Fee (also called Booking Fee by Port)	Busan	COSCO	Per Container	KRW	4420	8840	8840		VENDOR
Malaysia	Container Seal Fee	Pasir Gudang	DHL	Per Container	MYR	30	30	30		VENDOR
Malaysia	Container Seal Fee	Pasir Gudang	COSCO	Per Container	MYR	30	30	30		VENDOR
Malaysia	Container Seal Fee	Pasir Gudang	YANG MING	Per Container	MYR	35	35	35	35	VENDOR
Malaysia	Container Seal Fee	Pasir Gudang	CMA	Per Container	MYR	30	30	30	30	VENDOR
Malaysia	CY Customs Handling Fee	Pasir Gudang	DHL	Per Bill	MYR	102	102	102		VENDOR
Malaysia	EDI Terminal Fee	Pasir Gudang	DHL	Per Bill	MYR	30	30	30		VENDOR



Malaysia	EDI Terminal Fee	Pasir Gudang	CMA	Per Bill	MYR	36	36	36	36	VENDOR
Malaysia	Export Service Fee	Pasir Gudang	MAERSK	Per Entry	MYR	20	20	20	20	VENDOR
Malaysia	Gate Fee	Pasir Gudang	DHL	Per Container	MYR	30	30	30		VENDOR
Malaysia	Late Document Charge	Pasir Gudang	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	Pasir Gudang	APL	Per Bill	USD	50	50	50	50	VENDOR
Malaysia	Origin Document Fee	Pasir Gudang	MAERSK	Per Bill	MYR	180	180	180	180	VENDOR
Malaysia	Origin Document Fee	Pasir Gudang	ONE	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	Pasir Gudang	DHL	Per Bill	MYR	230	230	230		VENDOR
Malaysia	Origin Document Fee	Pasir Gudang	COSCO	Per Bill	MYR	190	190	190	190	VENDOR
Malaysia	Origin Document Fee	Pasir Gudang	YANG MING	Per Bill	MYR	190	190	190	190	VENDOR
Malaysia	Origin Document Fee	Pasir Gudang	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Port Security Charge	Pasir Gudang	DHL	Per Container	MYR	130	130	130		VENDOR
Malaysia	Terminal Handling Charge	Pasir Gudang	APL	Per Container	USD	94	141	141	141	VENDOR
Malaysia	Terminal Handling Charge	Pasir Gudang	MAERSK	Per Container	MYR	425	610	610	640	VENDOR
Malaysia	Terminal Handling Charge	Pasir Gudang	ONE	Per Container	MYR	385	575	575	750	VENDOR
Malaysia	Terminal Handling Charge	Pasir Gudang	DHL	Per Container	MYR	410	610	610		VENDOR
Malaysia	Terminal Handling Charge	Pasir Gudang	COSCO	Per Container	MYR	350	520	520		VENDOR
Malaysia	Terminal Handling Charge	Pasir Gudang	YANG MING	Per Container	MYR	350	520	520	520	VENDOR
Malaysia	Terminal Handling Charge	Pasir Gudang	CMA	Per Container	MYR	390	585	585	585	VENDOR
Malaysia	Wharfage Fee (also called Booking Fee by Port)	Pasir Gudang	DHL	Per Container	MYR	30	30	30		VENDOR
Malaysia	Container Seal Fee	PENANG	COSCO	Per Container	MYR	30	30	30		VENDOR
Malaysia	Container Seal Fee	PENANG	YANG MING	Per Container	MYR	35	35	35	35	VENDOR
Malaysia	Container Seal Fee	PENANG	CMA	Per Container	MYR	30	30	30	30	VENDOR
Malaysia	EDI Terminal Fee	PENANG	CMA	Per Bill	MYR	36	36	36	36	VENDOR
Malaysia	Export Service Fee	Penang	MAERSK	Per Entry	MYR	20	20	20	20	VENDOR
Malaysia	Late Document Charge	PENANG	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	Penang	APL	Per Bill	USD	50	50	50	50	VENDOR
Malaysia	Origin Document Fee	Penang	MAERSK	Per Bill	MYR	180	180	180	180	VENDOR
Malaysia	Origin Document Fee	Penang	ONE	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	PENANG	COSCO	Per Bill	MYR	190	190	190	190	VENDOR
Malaysia	Origin Document Fee	PENANG	YANG MING	Per Bill	MYR	190	190	190	190	VENDOR
Malaysia	Origin Document Fee	PENANG	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Terminal Handling Charge	Penang	APL	Per Container	USD	97	144	144	144	VENDOR
Malaysia	Terminal Handling Charge	Penang	MAERSK	Per Container	MYR	425	610	610	640	VENDOR
Malaysia	Terminal Handling Charge	Penang	ONE	Per Container	MYR	385	575	575	750	VENDOR
Malaysia	Terminal Handling Charge	PENANG	COSCO	Per Container	MYR	403	598	598		VENDOR
Malaysia	Terminal Handling Charge	PENANG	YANG MING	Per Container	MYR	385	585	585	585	VENDOR
Malaysia	Terminal Handling Charge	PENANG	CMA	Per Container	MYR	400	595	595	595	VENDOR
Malaysia	Container Seal Fee	Port Kelang	DHL	Per Container	MYR	30	30	30		VENDOR
Malaysia	Container Seal Fee	Port Kelang	COSCO	Per Container	MYR	30	30	30		VENDOR
Malaysia	Container Seal Fee	Port Kelang	YANG MING	Per Container	MYR	35	35	35	35	VENDOR
Malaysia	Container Seal Fee	Port Kelang	CMA	Per Container	MYR	30	30	30	30	VENDOR



Malaysia	CY Customs Handling Fee	Port Kelang	DHL	Per Bill	MYR	102	102	102		VENDOR
Malaysia	EDI Terminal Fee	Port Kelang	DHL	Per Bill	MYR	30	30	30		VENDOR
Malaysia	EDI Terminal Fee	Port Kelang	CMA	Per Bill	MYR	36	36	36	36	VENDOR
Malaysia	Export Service Fee	Port Kelang	MAERSK	Per Entry	MYR	20	20	20	20	VENDOR
Malaysia	Gate Fee	Port Kelang	DHL	Per Container	MYR	30	30	30		VENDOR
Malaysia	Late Document Charge	Port Kelang	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	Port Kelang	APL	Per Bill	USD	50	50	50	50	VENDOR
Malaysia	Origin Document Fee	Port Kelang	MAERSK	Per Bill	MYR	180	180	180	180	VENDOR
Malaysia	Origin Document Fee	Port Kelang	ONE	Per Bill	MYR	385	575	575	750	VENDOR
Malaysia	Origin Document Fee	Port Kelang	ONE	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	Port Kelang	DHL	Per Bill	MYR	230	230	230		VENDOR
Malaysia	Origin Document Fee	Port Kelang	COSCO	Per Bill	MYR	190	190	190	190	VENDOR
Malaysia	Origin Document Fee	Port Kelang	YANG MING	Per Bill	MYR	190	190	190	190	VENDOR
Malaysia	Origin Document Fee	Port Kelang	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Port Security Charge	Port Kelang	DHL	Per Container	MYR	130	130	130		VENDOR
Malaysia	Terminal Handling Charge	Port Kelang	APL	Per Container	USD	99	150	150	150	VENDOR
Malaysia	Terminal Handling Charge	Port Kelang	MAERSK	Per Container	MYR	425	610	610	640	VENDOR
Malaysia	Terminal Handling Charge	Port Kelang	DHL	Per Container	MYR	425	640	640		VENDOR
Malaysia	Terminal Handling Charge	Port Kelang	COSCO	Per Container	MYR	405	605	605		VENDOR
Malaysia	Terminal Handling Charge	Port Kelang	YANG MING	Per Container	MYR	406	606	606	606	VENDOR
Malaysia	Terminal Handling Charge	Port Kelang	CMA	Per Container	MYR	409	621	621	621	VENDOR
Malaysia	Wharfage Fee (also called Booking Fee by Port)	Port Kelang	DHL	Per Container	MYR	30	30	30		VENDOR
Malaysia	Century CY Handling Fee	Tanjung Pelepas	DHL	Per Bill	MYR	220	220	220		VENDOR
Malaysia	CFS Customs Entry Fee	Tanjung Pelepas	DHL	Per Bill	MYR	310	310	310		VENDOR
Malaysia	Container Seal Fee	Tanjung Pelepas	DHL	Per Container	MYR	45	45	45		VENDOR
Malaysia	Container Seal Fee	Tanjung Pelepas	COSCO	Per Container	MYR	30	30	30		VENDOR
Malaysia	Container Seal Fee	Tanjung Pelepas	CMA	Per Container	MYR	30	30	30	30	VENDOR
Malaysia	EDI Terminal Fee	Tanjung Pelepas	CMA	Per Bill	MYR	36	36	36	36	VENDOR
Malaysia	Export Service Fee	Tanjung Pelepas	MAERSK	Per Entry	MYR	20	20	20	20	VENDOR
Malaysia	Gate Fee	Tanjung Pelepas	DHL	Per Container	MYR	45	45	45		VENDOR
Malaysia	Late Document Charge	Tanjung Pelepas	DHL	Per Bill	MYR	200	200	200		VENDOR
Malaysia	Late Document Charge	Tanjung Pelepas	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	Tanjung Pelepas	APL	Per Bill	USD	50	50	50	50	VENDOR
Malaysia	Origin Document Fee	Tanjung Pelepas	MAERSK	Per Bill	MYR	180	180	180	180	VENDOR
Malaysia	Origin Document Fee	Tanjung Pelepas	ONE	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Origin Document Fee	Tanjung Pelepas	DHL	Per Bill	MYR	420	420	420		VENDOR
Malaysia	Origin Document Fee	Tanjung Pelepas	COSCO	Per Bill	MYR	190	190	190	190	VENDOR
Malaysia	Origin Document Fee	Tanjung Pelepas	CMA	Per Bill	MYR	200	200	200	200	VENDOR
Malaysia	Terminal Handling Charge	Tanjung Pelepas	APL	Per Container	USD	94	141	141	141	VENDOR
Malaysia	Terminal Handling Charge	Tanjung Pelepas	MAERSK	Per Container	MYR	425	610	610	640	VENDOR
Malaysia	Terminal Handling Charge	Tanjung Pelepas	ONE	Per Container	MYR	385	575	575	750	VENDOR
Malaysia	Terminal Handling Charge	Tanjung Pelepas	DHL	Per Container	MYR	660	770	770		VENDOR



Malaysia	Terminal Handling Charge	Tanjung Pelepas	COSCO	Per Container	MYR	350	520	520		VENDOR
Malaysia	Terminal Handling Charge	Tanjung Pelepas	CMA	Per Container	MYR	390	585	585	585	VENDOR
Myanmar	Century CY Handling Fee	Yangon	DHL	Per Bill	USD	55	55	55		VENDOR
Myanmar	CFS Customs Entry Fee	Yangon	DHL	Per Bill	USD	200	240	240		VENDOR
Myanmar	Container Seal Fee	Yangon	DHL	Per Container	USD	15	15	15		VENDOR
Myanmar	Container Seal Fee	Yangon	CMA	Per Container	USD	5	5	5	5	VENDOR
Myanmar	Container Seal Fee	Yangon	COSCO	Per Container	USD	5	5	5		VENDOR
Myanmar	Container Seal Fee	Yangon	YANG MING	Per Container	MMK	5500	5500	5500	5500	VENDOR
Myanmar	Export Service Fee	Yangon	MAERSK	Per Entry	MMK	5,000	5,000	5,000	5,000	VENDOR
Myanmar	FCR Fee (also called Century Documentation Charge)	Yangon	DHL	Per Bill	USD	40	40	40		VENDOR
Myanmar	Gate Fee	Yangon	DHL	Per Container	USD	20	40	40		VENDOR
Myanmar	Late Document Charge	Yangon	CMA	Per Bill	MMK	35000	35000	35000	35000	
Myanmar	Origin Document Fee	Yangon	MAERSK	Per Bill	MMK	25,000	25,000	25,000	25,000	VENDOR
Myanmar	Origin Document Fee	Yangon	ONE	Per Bill	MMK	40,000	40,000	40,000	40,000	VENDOR
Myanmar	Origin Document Fee	Yangon	CMA	Per Bill	USD	40	40	40	40	VENDOR
Myanmar	Origin Document Fee	Yangon	COSCO	Per Bill	MMK	30,000	30,000	30,000	30,000	VENDOR
Myanmar	Terminal Handling Charge	Yangon	APL	Per Container	USD	92	138	138	138	VENDOR
Myanmar	Terminal Handling Charge	Yangon	DHL	Per Container	USD	5	5	5	5	VENDOR
Netherlands	Container Seal Fee	Rotterdam	DHL	Per Container	EUR	5	5	5		VENDOR
Netherlands	CY Customs Handling Fee	Rotterdam	DHL	Per Bill	EUR	47.5	47.5	47.5		VENDOR
Netherlands	Ocean Carrier CFS Handling Charge	Rotterdam	DHL	Per Bill	EUR	55	55	55		VENDOR
Netherlands	Origin Document Fee	Rotterdam	DHL	Per Bill	EUR	47.5	47.5	47.5		VENDOR
Netherlands	Origin Document Fee	Rotterdam	MAERSK	Per Bill	EUR	15	15	15	15	VENDOR
Netherlands	Port Security Charge	Rotterdam	DHL	Per Container	EUR	22.5	22.5	22.5		VENDOR
Netherlands	Terminal Handling Charge	Rotterdam	DHL	Per Container	EUR	230	230	230		VENDOR
Netherlands	Terminal Handling Charge	Rotterdam	MAERSK	Per Container	EUR	230	230	230	230	VENDOR
Norway	CFS Customs Entry Fee	Oslo	DHL	Per Bill	NOK	250	250	250	250	VENDOR
Norway	Origin Document Fee	Oslo	DHL	Per Bill	NOK	675	675	675	675	VENDOR
Norway	Port Security Charge	Oslo	DHL	Per Container	EUR	38	57	57	57	VENDOR
Norway	Terminal Handling Charge	Oslo	DHL	Per Container	NOK	1300	1300	1300	1300	VENDOR
Norway	Wharfage Fee (also called Booking Fee by Port)	Oslo	DHL	Per Container	NOK	200	200	200	200	VENDOR
Pakistan	Container Seal Fee	KARACHI	CMA	Per Container	USD	6	6	6	6	VENDOR
Pakistan	Container Seal Fee	KARACHI	COSCO	Per Container	USD	3	3	3		VENDOR
Pakistan	Container Seal Fee	KARACHI	YANG MING	Per Container	USD	3	3	3	3	VENDOR
Pakistan	Origin Document Fee	KARACHI	CMA	Per Bill	USD	65	65	65	65	VENDOR
Pakistan	Origin Document Fee	Karachi	ONE	Per Bill	PKR	5,500	5,500	5,500	5,500	VENDOR
Pakistan	Origin Document Fee	KARACHI	COSCO	Per Bill	USD	50	50	50	50	VENDOR
Pakistan	Origin Document Fee	KARACHI	YANG MING	Per Bill	USD	50	50	50	50	VENDOR
Pakistan	Terminal Handling Charge	KARACHI	CMA	Per Container	USD	115	155	155	155	VENDOR
Pakistan	Terminal Handling Charge	Karachi	ONE	Per Container	USD	90	140	140		VENDOR
Pakistan	Terminal Handling Charge	KARACHI	COSCO	Per Container	USD	110	155	155		VENDOR



Pakistan	Terminal Handling Charge	KARACHI	YANG MING	Per Container	USD	105	150	150	150	VENDOR
Philippines	Century CY Handling Fee	MANILA	DHL	Per Bill	USD	55	55	55		VENDOR
Philippines	CFS Customs Entry Fee	MANILA	DHL	PER ENTRY	USD	140	140	140		VENDOR
Philippines	Container Seal Fee	MANILA	DHL	Per Container	USD	10	10	10		VENDOR
Philippines	Container Seal Fee	MANILA	COSCO	Per Container	PHP	200	200	200		VENDOR
Philippines	Container Seal Fee	MANILA	CMA	Per Container	PHP	250	250	250	250	VENDOR
Philippines	Container Seal Fee	MANILA	YANG MING	Per Container	USD	4.5	4.5	4.5	4.5	VENDOR
Philippines	Export Service Fee	Manila	MAERSK	Per Entry	USD	4	4	4	4	VENDOR
Philippines	Late Document Charge	MANILA	CMA	Per Bill	USD	50	50	50	50	VENDOR
Philippines	Origin Document Fee	MANILA	DHL	Per Bill	USD	55	55	55		VENDOR
Philippines	Origin Document Fee	MANILA	COSCO	Per Bill	USD	50	50	50	50	VENDOR
Philippines	Origin Document Fee	Manila	APL	Per Bill	USD	75	75	75	75	VENDOR
Philippines	Origin Document Fee	Manila	MAERSK	Per Bill	USD	55	55	55	55	VENDOR
Philippines	Origin Document Fee	Manila	ONE	Per Bill	USD	50	50	50	50	VENDOR
Philippines	Origin Document Fee	MANILA	CMA	Per Bill	USD	65	65	65	65	VENDOR
Philippines	Origin Document Fee	MANILA	YANG MING	Per Bill	USD	65	65	65	65	VENDOR
Philippines	Terminal Handling Charge	MANILA	DHL	Per Container	USD	195	245	245		VENDOR
Philippines	Terminal Handling Charge	MANILA	COSCO	Per Container	USD	160	200	225		VENDOR
Philippines	Terminal Handling Charge	Manila	APL	Per Container	USD	185	250	250	275	VENDOR
Philippines	Terminal Handling Charge	Manila	MAERSK	Per Container	USD	175	225	225	225	VENDOR
Philippines	Terminal Handling Charge	Manila	ONE	Per Container	USD	160	220	225	255	VENDOR
Philippines	Terminal Handling Charge	MANILA	CMA	Per Container	USD	183	242	242	270	VENDOR
Philippines	Terminal Handling Charge	MANILA	YANG MING	Per Container	USD	180	225	225	285	VENDOR
Philippines	Wharfage Fee (also called Booking Fee by Port)	MANILA	DHL	Per Container	USD	100	210	210		VENDOR
Portugal	Container Seal Fee	Leixoes	DHL	Per Container	Eur	8	8	8		VENDOR
Portugal	EDI Terminal Fee	Leixoes	DHL	Per Container	Eur	10	10	10		VENDOR
Portugal	Export Service Fee	Leixoes	DHL	Per Entry	Eur	55	55	55		VENDOR
Portugal	Origin Document Fee	Leixoes	DHL	Per Bill	EUR	60	60	60		VENDOR
Portugal	Terminal Handling Charge	Leixoes	DHL	Per Container	Eur	205	205	205		VENDOR
Portugal	Container Seal Fee	Porto	DHL	Per Container	Eur	8	8	8		VENDOR
Portugal	EDI Terminal Fee	Porto	DHL	Per Container	Eur	10	10	10		VENDOR
Portugal	Export Service Fee	Porto	DHL	Per Entry	Eur	55	55	55		VENDOR
Portugal	Origin Document Fee	Porto	DHL	Per Bill	Eur	60	60	60		VENDOR
Portugal	Terminal Handling Charge	Porto	DHL	Per Container	Eur	205	205	205		VENDOR
Singapore	CFS Customs Entry Fee	Singapore	DHL	PER ENTRY	SGD	60	60	60	60	VENDOR
Singapore	Container Seal Fee	Singapore	DHL	Per Container	SGD	14	15	15	15	VENDOR
Singapore	Container Seal Fee	Singapore	COSCO	Per Container	SGD	15	15	15		VENDOR
Singapore	Container Seal Fee	Singapore	YANG MING	Per Container	SGD	15	15	15	15	VENDOR
Singapore	Container Seal Fee	Singapore	CMA	Per Container	SGD	15	15	15	15	VENDOR
Singapore	EDI Terminal Fee	Singapore	DHL	Per Bill	SGD	20	40	40	40	VENDOR
Singapore	Export Service Fee	Singapore	MAERSK	Per Entry	SGD	12	12	12	12	VENDOR
Singapore	Export Service Fee	Singapore	COSCO	Per Entry	SGD	130	130	130	130	VENDOR



Singapore	FCR Fee (also called Century Documentation Charge)	Singapore	DHL	Per Bill	SGD	140	140	140	140	VENDOR
Singapore	Late Document Charge	Singapore	DHL	Per Bill	SGD	140	140	140	140	VENDOR
Singapore	Origin Document Fee	Singapore	APL	Per Bill	USD	117	117	117	117	VENDOR
Singapore	Origin Document Fee	Singapore	MAERSK	Per Bill	SGD	100	100	100	100	VENDOR
Singapore	Origin Document Fee	Singapore	ONE	Per Bill	SGD	130	130	130	130	VENDOR
Singapore	Origin Document Fee	Singapore	DHL	Per Bill	SGD	140	140	140	140	VENDOR
Singapore	Origin Document Fee	Singapore	YANG MING	Per Bill	SGD	140	140	140	140	VENDOR
Singapore	Port Construction Surcharge	Singapore	DHL	Per Container	SGD	230	280	280	320	VENDOR
Singapore	Port Security Charge	Singapore	CMA	Per Container	USD	13	13	13	13	VENDOR
Singapore	Terminal Handling Charge	Singapore	APL	Per Container	USD	157	238	238	304	VENDOR
Singapore	Terminal Handling Charge	Singapore	MAERSK	Per Container	SGD	215	325	325	325	VENDOR
Singapore	Terminal Handling Charge	Singapore	ONE	Per Container	SGD	224	326	326	408	VENDOR
Singapore	Terminal Handling Charge	Singapore	DHL	Per Container	SGD	225	340	340	385	VENDOR
Singapore	Terminal Handling Charge	Singapore	COSCO	Per Container	SGD	215	325	325		VENDOR
Singapore	Terminal Handling Charge	Singapore	YANG MING	Per Container	SGD	220	340	340	450	VENDOR
Singapore	Terminal Handling Charge	Singapore	CMA	Per Container	SGD	215	325	325	325	VENDOR
Singapore	Wharfage Fee (also called Booking Fee by Port)	Singapore	DHL	Per Container	SGD	55	82.5	82.5	82.5	VENDOR
Slovenia	Container Seal Fee	Koper	DHL	Per Container	EUR	6	6	6		VENDOR
Slovenia	CY Customs Handling Fee	Koper	DHL	Per Container	EUR	95	95	95		VENDOR
Slovenia	Export Service Fee	Koper	DHL	Per Entry	EUR	45	45	45		VENDOR
Slovenia	Ocean Carrier CFS Handling Charge	Koper	DHL	Per Container	EUR	10	10	10		VENDOR
Slovenia	Origin Document Fee	Koper	DHL	Per Bill	EUR	60	60	60		VENDOR
Slovenia	Origin Document Fee	Koper	MAERSK	Per Bill	EUR	30	30	30	30	VENDOR
Slovenia	Terminal Handling Charge	Koper	DHL	Per Container	EUR	179	179	179		VENDOR
Slovenia	Terminal Handling Charge	Koper	MAERSK	Per Container	EUR	178	178	178	178	VENDOR
Sri Lanka	B/L amendment fees	COLOMBO	CMA	Per Bill	USD	25	25	25	25	VENDOR
Sri Lanka	Container Seal Fee	COLOMBO	CMA	Per Container	USD	5	5	5	5	VENDOR
Sri Lanka	Late Document Charge (non US)	COLOMBO	CMA	Per Bill	USD	25	25	25	25	VENDOR
Sri Lanka	Late Document Charge (US)	COLOMBO	CMA	Per Bill	USD	100	100	100	100	VENDOR
Sri Lanka	Origin Document Fee	Colombo	APL	Per Bill	USD	50	50	50	50	VENDOR
Sri Lanka	Origin Document Fee	Colombo	ONE	Per Bill	USD	30	30	30	30	VENDOR
Sri Lanka	Origin Document Fee	COLOMBO	CMA	Per Bill	USD	25	25	25	25	VENDOR
Sri Lanka	Terminal Handling Charge	Colombo	APL	Per Container	USD	155	234	234	234	VENDOR
Sri Lanka	Terminal Handling Charge	Colombo	ONE	Per Container	USD	151	234	234	287	VENDOR
Sweden	CFS Customs Entry Fee	Gothenburg	DHL	Per Bill	SEK	195	195	195	195	VENDOR
Sweden	Container Seal Fee	Gothenburg	DHL	Per Container	SEK	50	50	50	50	VENDOR
Sweden	Export Service Fee (VGM administration fee)	Gothenburg	DHL	Per Bill	SEK	20	20	20	20	VENDOR
Sweden	Origin Document Fee	Gothenburg	DHL	Per Bill	SEK	400	400	400	400	VENDOR
Sweden	Port Security Charge	Gothenburg	DHL	Per Container	SEK	150	150	150	150	VENDOR
Sweden	Terminal Handling Charge	Gothenburg	DHL	Per Container	SEK	1375	1375	1375	1375	VENDOR
Sweden	Wharfage Fee (also called Booking Fee by Port)	Gothenburg	DHL	Per Container	SEK	315	430	430	430	VENDOR



Taiwan	Century CY Handling Fee	KAOHSIUNG	DHL	Per Bill	TWD	1750	1750	1750		VENDOR
Taiwan	CFS Customs Entry Fee	KAOHSIUNG	DHL	PER ENTRY	TWD	3100	3100	3100		VENDOR
Taiwan	Container Seal Fee	KAOHSIUNG	DHL	Per Container	TWD	275	275	275		VENDOR
Taiwan	Container Seal Fee	KAOHSIUNG	CMA	Per Container	TWD	250	250	250	250	VENDOR
Taiwan	Container Seal Fee	KAOHSIUNG	YANG MING	Per Container	NTD	240	240	240	240	VENDOR
Taiwan	Export Service Fee	Kaohsiung	MAERSK	Per Entry	TWD	150	150	150	150	VENDOR
Taiwan	Late Document Charge	KAOHSIUNG	CMA	Per Bill	TWD	1155	1155	1155	1155	VENDOR
Taiwan	Ocean Carrier CFS Handling Charge	KAOHSIUNG	CMA	Per CBM	TWD	380	380	380	380	VENDOR
Taiwan	Origin Document Fee	Kaohsiung	APL	Per Bill	USD	74	74	74	74	VENDOR
Taiwan	Origin Document Fee	Kaohsiung	MAERSK	Per Bill	TWD	1,500	1,500	1,500	1,500	VENDOR
Taiwan	Origin Document Fee	Kaohsiung	ONE	Per Bill	TWD	1,800	1,800	1,800	1,800	VENDOR
Taiwan	Origin Document Fee	KAOHSIUNG	DHL	Per Bill	TWD	2530	2530	2530		VENDOR
Taiwan	Origin Document Fee	KAOHSIUNG	CMA	Per Bill	TWD	2250	2250	2250	2250	VENDOR
Taiwan	Origin Document Fee	KAOHSIUNG	COSCO	Per Bill	TWD	1600	1600	1600	1600	VENDOR
Taiwan	Origin Document Fee	KAOHSIUNG	YANG MING	Per Bill	NTD	1800	1800	1800	1800	VENDOR
Taiwan	Terminal Handling Charge	Kaohsiung	APL	Per Container	USD	184	259	259	291	VENDOR
Taiwan	Terminal Handling Charge	Kaohsiung	MAERSK	Per Container	TWD	5,800	7,000	7,875	8,800	VENDOR
Taiwan	Terminal Handling Charge	Kaohsiung	ONE	Per Container	TWD	5,600	7,000	7,875	8,860	VENDOR
Taiwan	Terminal Handling Charge	KAOHSIUNG	DHL	Per Container	TWD	6400	7700	7700		VENDOR
Taiwan	Terminal Handling Charge	KAOHSIUNG	CMA	Per Container	TWD	5600	7000	7875	8860	VENDOR
Taiwan	Terminal Handling Charge	KAOHSIUNG	COSCO	Per Container	TWD	5600	7000	7875		VENDOR
Taiwan	Terminal Handling Charge	KAOHSIUNG	YANG MING	Per Container	NTD	5600	7000	7875	8860	VENDOR
Taiwan	CFS Customs Entry Fee	Keelung	DHL	PER ENTRY	TWD	3100	3100	3100		VENDOR
Taiwan	CFS Receiving Fee	Keelung	DHL	Per Bill	TWD	1750	1750	1750		VENDOR
Taiwan	Container Seal Fee	Keelung	CMA	Per Container	TWD	250	250	250	250	VENDOR
Taiwan	Container Seal Fee	Keelung	YANG MING	Per Container	NTD	240	240	240	240	VENDOR
Taiwan	Export Service Fee	Keelung	MAERSK	Per Entry	TWD	150	150	150	150	VENDOR
Taiwan	Late Document Charge	Keelung	CMA	Per Bill	TWD	1155	1155	1155	1155	VENDOR
Taiwan	Ocean Carrier CFS Handling Charge	Keelung	CMA	Per CBM	TWD	380	380	380	380	VENDOR
Taiwan	Origin Document Fee	Keelung	APL	Per Bill	USD	74	74	74	74	VENDOR
Taiwan	Origin Document Fee	Keelung	MAERSK	Per Bill	TWD	1,500	1,500	1,500	1,500	VENDOR
Taiwan	Origin Document Fee	Keelung	ONE	Per Bill	TWD	1,800	1,800	1,800	1,800	VENDOR
Taiwan	Origin Document Fee	Keelung	DHL	Per Bill	TWD	2530	2530	2530		VENDOR
Taiwan	Origin Document Fee	Keelung	CMA	Per Bill	TWD	2250	2250	2250	2250	VENDOR
Taiwan	Origin Document Fee	Keelung	COSCO	Per Bill	TWD	1600	1600	1600	1600	VENDOR
Taiwan	Origin Document Fee	Keelung	YANG MING	Per Bill	NTD	1800	1800	1800	1800	VENDOR
Taiwan	Terminal Handling Charge	Keelung	APL	Per Container	USD	184	259	259	291	VENDOR
Taiwan	Terminal Handling Charge	Keelung	MAERSK	Per Container	TWD	5,800	7,000	7,875	8,800	VENDOR
Taiwan	Terminal Handling Charge	Keelung	ONE	Per Container	TWD	5,600	7,000	7,875	8,860	VENDOR
Taiwan	Terminal Handling Charge	Keelung	DHL	Per Container	TWD	6400	7700	7700		VENDOR
Taiwan	Terminal Handling Charge	Keelung	CMA	Per Container	TWD	5600	7000	7875	8860	VENDOR
Taiwan	Terminal Handling Charge	Keelung	COSCO	Per Container	TWD	5600	7000	7875		VENDOR
Taiwan	Terminal Handling Charge	Keelung	YANG MING	Per Container	NTD	5600	7000	7875	8860	VENDOR



Taiwan	Wharfage Fee (also called Booking Fee by Port)	Keelung	DHL	Per Container	TWD	275	275	275		VENDOR
Taiwan	CFS Receiving Fee	Taichung	DHL	Per Bill	TWD	1750	1750	1750		VENDOR
Taiwan	Container Seal Fee	Taichung	CMA	Per Container	TWD	250	250	250	250	VENDOR
Taiwan	Container Seal Fee	Taichung	YANG MING	Per Container	NTD	240	240	240	240	VENDOR
Taiwan	CY Customs Handling Fee	Taichung	DHL	PER ENTRY	TWD	3100	3100	3100		VENDOR
Taiwan	Export Service Fee	Taichung	MAERSK	Per Entry	TWD	150	150	150	150	VENDOR
Taiwan	Late Document Charge	Taichung	CMA	Per Bill	TWD	1155	1155	1155	1155	VENDOR
Taiwan	Ocean Carrier CFS Handling Charge	Taichung	CMA	Per CBM	TWD	380	380	380	380	VENDOR
Taiwan	Origin Document Fee	Taichung	APL	Per Bill	USD	74	74	74	74	VENDOR
Taiwan	Origin Document Fee	Taichung	MAERSK	Per Bill	TWD	1,500	1,500	1,500	1,500	VENDOR
Taiwan	Origin Document Fee	Taichung	ONE	Per Bill	TWD	1,800	1,800	1,800	1,800	VENDOR
Taiwan	Origin Document Fee	Taichung	CMA	Per Bill	TWD	2250	2250	2250	2250	VENDOR
Taiwan	Origin Document Fee	Taichung	COSCO	Per Bill	TWD	1600	1600	1600	1600	VENDOR
Taiwan	Origin Document Fee	Taichung	YANG MING	Per Bill	NTD	1800	1800	1800	1800	VENDOR
Taiwan	Port Construction Surcharge	Taichung	DHL	Per Bill	TWD	2530	2530	2530		VENDOR
Taiwan	Terminal Handling Charge	Taichung	APL	Per Container	USD	184	259	259	291	VENDOR
Taiwan	Terminal Handling Charge	Taichung	MAERSK	Per Container	TWD	5,800	7,000	7,875	8,800	VENDOR
Taiwan	Terminal Handling Charge	Taichung	ONE	Per Container	TWD	5,600	7,000	7,875	8,860	VENDOR
Taiwan	Terminal Handling Charge	Taichung	CMA	Per Container	TWD	5600	7000	7875	8860	VENDOR
Taiwan	Terminal Handling Charge	Taichung	COSCO	Per Container	TWD	5600	7000	7875		VENDOR
Taiwan	Terminal Handling Charge	Taichung	YANG MING	Per Container	NTD	5600	7000	7875	8860	VENDOR
Taiwan	Wharfage Fee (also called Booking Fee by Port)	Taichung	DHL	Per Container	TWD	275	275	275		VENDOR
Thailand	CFS Receiving Fee	Bangkok	Yang Ming	Per Bill	THB	5600	9900	9900		VENDOR
Thailand	Container Seal Fee	BANGKOK	COSCO	Per Container	THB	250	250	250		VENDOR
Thailand	Container Seal Fee	BANGKOK	CMA	Per Container	THB	200	200	200		VENDOR
Thailand	Container Seal Fee	BANGKOK	YANG MING	Per Container	THB	250				VENDOR
Thailand	EDI Terminal Fee	BANGKOK	DHL	Per Bill	USD	27	27	27	27	VENDOR
Thailand	Export Service Fee	Bangkok	MAERSK	Per Entry	THB	200	200	200	200	VENDOR
Thailand	Export Service Fee	BANGKOK	DHL	Per Entry	USD	55	55	55	55	VENDOR
Thailand	Late Document Charge	BANGKOK	DHL	Per Bill	USD	60	60	60	60	VENDOR
Thailand	Late Document Charge	BANGKOK	YANG MING	Per Bill	USD	100	100	100	100	VENDOR
Thailand	Ocean Carrier CFS Handling Charge	BANGKOK	CMA	Per Unit	THB	3000	6000	6000		VENDOR
Thailand	Origin Document Fee	BANGKOK	COSCO	Per Bill	THB	1300	1300	1300	1300	VENDOR
Thailand	Origin Document Fee	Bangkok	APL	Per Bill	USD	43	43	43	43	VENDOR
Thailand	Origin Document Fee	Bangkok	MAERSK	Per Bill	THB	1,200	1,200	1,200	1,200	VENDOR
Thailand	Origin Document Fee	Bangkok	ONE	Per Bill	THB	1,200	1,200	1,200	1,200	VENDOR
Thailand	Origin Document Fee	BANGKOK	DHL	Per Bill	USD	60	60	60	60	VENDOR
Thailand	Origin Document Fee	BANGKOK	CMA	Per Bill	THB	1300	1300	1300		VENDOR
Thailand	Origin Document Fee	BANGKOK	YANG MING	Per Bill	THB	1300	1300	1300	1300	VENDOR
Thailand	Port Security Charge	BANGKOK	CMA	Per Container	USD	13	13	13		VENDOR
Thailand	Terminal Handling Charge	BANGKOK	COSCO	Per Container	THB	2800	4300	4790		VENDOR
Thailand	Terminal Handling Charge	Bangkok	APL	Per Container	USD	90	148	148	165	VENDOR



Thailand	Terminal Handling Charge	Bangkok	MAERSK	Per Container	THB	2,800	4,300	4,300	4,300	VENDOR
Thailand	Terminal Handling Charge	Bangkok	ONE	Per Container	THB	2,800	4,300	4,300	5,190	VENDOR
Thailand	Terminal Handling Charge	BANGKOK	DHL	Per Container	USD	107	158	170		VENDOR
Thailand	Terminal Handling Charge	BANGKOK	CMA	Per Container	THB	2800	4300	4390	4935	VENDOR
Thailand	Terminal Handling Charge	BANGKOK	YANG MING	Per Container	THB	2800	4300	4838	5444	VENDOR
Thailand	CFS Receiving Fee	LAEM CHABANG	YANG MING	Per Bill	THB	5600	9900	9900		VENDOR
Thailand	Container Seal Fee	LAEM CHABANG	COSCO	Per Container	THB	250	250	250		VENDOR
Thailand	Container Seal Fee	LAEM CHABANG	DHL	Per Container	USD	60	60	60		VENDOR
Thailand	Container Seal Fee	LAEM CHABANG	CMA	Per Container	THB	200	200	200		VENDOR
Thailand	Container Seal Fee	LAEM CHABANG	YANG MING	Per Container	THB	250				VENDOR
Thailand	CY Customs Handling Fee	LAEM CHABANG	DHL	Per Bill	USD	55	55	55		VENDOR
Thailand	EDI Terminal Fee	LAEM CHABANG	DHL	Per Bill	USD	27	27	27	27	VENDOR
Thailand	Export Service Fee	Laem Chabang	MAERSK	Per Entry	THB	200	200	200	200	VENDOR
Thailand	Export Service Fee	LAEM CHABANG	DHL	Per Entry	USD	55	55	55	55	VENDOR
Thailand	Late Document Charge	LAEM CHABANG	DHL	Per Bill	USD	60	60	60	60	VENDOR
Thailand	Late Document Charge	LAEM CHABANG	YANG MING	Per Bill	USD	100	100	100	100	VENDOR
Thailand	Origin Document Fee	LAEM CHABANG	COSCO	Per Bill	THB	1300	1300	1300	1300	VENDOR
Thailand	Origin Document Fee	Laem Chabang	APL	Per Bill	USD	43	43	43	43	VENDOR
Thailand	Origin Document Fee	Laem Chabang	MAERSK	Per Bill	THB	1,200	1,200	1,200	1,200	VENDOR
Thailand	Origin Document Fee	Laem Chabang	ONE	Per Bill	THB	1,200	1,200	1,200	1,200	VENDOR
Thailand	Origin Document Fee	LAEM CHABANG	DHL	Per Bill	USD	60	60	60	60	VENDOR
Thailand	Origin Document Fee	LAEM CHABANG	CMA	Per Bill	THB	1300	1300	1300		VENDOR
Thailand	Origin Document Fee	LAEM CHABANG	YANG MING	Per Bill	THB	1300	1300	1300	1300	VENDOR
Thailand	Port Security Charge	LAEM CHABANG	CMA	Per Container	USD	13	13	13		VENDOR
Thailand	Terminal Handling Charge	LAEM CHABANG	COSCO	Per Container	THB	2800	4300	4790		VENDOR
Thailand	Terminal Handling Charge	Laem Chabang	APL	Per Container	USD	90	148	148	165	VENDOR
Thailand	Terminal Handling Charge	Laem Chabang	MAERSK	Per Container	THB	2,800	4,300	4,300	4,300	VENDOR
Thailand	Terminal Handling Charge	Laem Chabang	ONE	Per Container	THB	2,800	4,300	4,300	5,190	VENDOR
Thailand	Terminal Handling Charge	LAEM CHABANG	DHL	Per Container	USD	107	158	170		VENDOR
Thailand	Terminal Handling Charge	LAEM CHABANG	CMA	Per Container	THB	2800	4300	4390	4935	VENDOR
Thailand	Terminal Handling Charge	LAEM CHABANG	YANG MING	Per Container	THB	2800	4300	4838	5444	VENDOR
UAE	CFS Receiving Fee	JEBEL ALI	DHL	Per Container	USD	25	25	25	35	VENDOR
UAE	Container Seal Fee	JEBEL ALI	DHL	Per Container	USD	5	5	5	5	VENDOR
UAE	CY Customs Handling Fee	JEBEL ALI	DHL	Per Bill	USD	68	68	68	68	VENDOR
UAE	Export Service Fee	JEBEL ALI	DHL	Per Entry	USD	75	75	75	75	VENDOR
UAE	Municipal Government Surcharge	JEBEL ALI	DHL	Per Bill	USD	68	68	68	68	VENDOR
UAE	Origin Document Fee	Jebel Ali	MAERSK	Per Bill	AED	450	450	450	450	VENDOR
UAE	Origin Document Fee	JEBEL ALI	DHL	Per Bill	USD	122	122	122	122	VENDOR
UAE	Terminal Handling Charge	Jebel Ali	MAERSK	Per Container	AED	1,050	2,150	2,150	2,150	VENDOR
UAE	Terminal Handling Charge	JEBEL ALI	DHL	Per Container	USD	285	399	399	399	VENDOR
United Kingdom	CFS Customs Entry Fee	Felixstowe	DHL	per Entry	GBP	21	21	21	21	VENDOR
United Kingdom	Origin Document Fee	Felixstowe	DHL	Per Bill	GBP	30	30	30	30	VENDOR
United Kingdom	Port Security Charge	Felixstowe	DHL	Per Container	GBP	10	10	10	10	VENDOR



United Kingdom	CFS Customs Entry Fee	Liverpool	DHL	per Entry	GBP	21	21	21	21	VENDOR
United Kingdom	Origin Document Fee	Liverpool	MAERSK	Per Bill	GBP	20	20	20	20	VENDOR
United Kingdom	Origin Document Fee	Liverpool	DHL	Per Bill	GBP	30	30	30	30	VENDOR
United Kingdom	Port Security Charge	Liverpool	DHL	Per Container	GBP	10	10	10	10	VENDOR
United Kingdom	Terminal Handling Charge	Liverpool	MAERSK	Per Container	GBP	147	147	147	147	VENDOR
United Kingdom	CFS Customs Entry Fee	Norfolk	DHL	per Entry	GBP	21	21	21	21	VENDOR
United Kingdom	Origin Document Fee	Norfolk	DHL	Per Bill	GBP	30	30	30	30	VENDOR
United Kingdom	Port Security Charge	Norfolk	DHL	Per Container	GBP	10	10	10	10	VENDOR
Vietnam	Bill of Lading Amendment Fee	DA NANG	CMA	Per Bill	VND	860000	860000	860000	860000	VENDOR
Vietnam	Century CY Handling Fee	DA NANG	DHL	Per Bill	USD	35	35	35	35	VENDOR
Vietnam	Container Seal Fee	DA NANG	COSCO	Per Container	USD	8	8	8		VENDOR
Vietnam	Container Seal Fee	DA NANG	DHL	Per Container	USD	9	9	9	9	VENDOR
Vietnam	Container Seal Fee	DA NANG	CMA	Per Container	VND	180000	180000	180000	180000	VENDOR
Vietnam	Container Seal Fee	DA NANG	YANG MING	Per Container	VND	170,000	170,000	170,000	170,000	VENDOR
Vietnam	CY Customs Handling Fee	DA NANG	DHL	Per Container	USD	25	25	25	25	VENDOR
Vietnam	Export Service Fee	Da Nang	MAERSK	Per Entry	VND	170,000	170,000	170,000	170,000	VENDOR
Vietnam	FCR Fee (also called Century Documentation Charge)	DA NANG	DHL	Per Bill	USD	40	40	40	40	VENDOR
Vietnam	Late Document Charge	DA NANG	DHL	Per Bill	USD	40	40	40	40	VENDOR
Vietnam	Late Document Charge	DA NANG	CMA	Per Bill	VND	645000	645000	645000	645000	VENDOR
Vietnam	Late Document Charge	DA NANG	YANG MING	Per Bill	VND	1,150,00	1,150,00	1,150,00	1,150,00	VENDOR
Vietnam	MANUAL SI	DA NANG	CMA	Per Bill	VND	950000	950000	950000	950000	VENDOR
Vietnam	Ocean Carrier CFS Handling Charge	DA NANG	CMA	Per Bill	USD	13	13	13	13	VENDOR
Vietnam	Origin Document Fee	DA NANG	COSCO	Per Bill	VND	850,000	850,000	850,000	850,000	VENDOR
Vietnam	Origin Document Fee	Da Nang	APL	Per Bill	USD	41	41	41	41	VENDOR
Vietnam	Origin Document Fee	Da Nang	MAERSK	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	Da Nang	ONE	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	DA NANG	DHL	Per Bill	USD	40	40	40	40	VENDOR
Vietnam	Origin Document Fee	DA NANG	CMA	Per Bill	VND	750000	750000	750000	750000	VENDOR
Vietnam	Origin Document Fee	DA NANG	YANG MING	Per Bill	VND	850,000	850,000	850,000	850,000	VENDOR
Vietnam	Terminal Handling Charge	DA NANG	COSCO	Per Container	USD	105	165	165		VENDOR
Vietnam	Terminal Handling Charge	Da Nang	APL	Per Container	USD	105	165	165	198	VENDOR
Vietnam	Terminal Handling Charge	Da Nang	MAERSK	Per Container	VND	2,400,000	3,800,000	3,800,000	4,500,000	VENDOR
Vietnam	Terminal Handling Charge	Da Nang	ONE	Per Container	VND	1,900,000	3,000,000	3,000,000	3,500,000	VENDOR
Vietnam	Terminal Handling Charge	DA NANG	DHL	Per Container	USD	120	180	180	190	VENDOR
Vietnam	Terminal Handling Charge	DA NANG	CMA	Per Container	VND	2400000	3750000	3750000	4500000	VENDOR
Vietnam	Terminal Handling Charge	DA NANG	YANG MING	Per Container	VND	2,415,000	3,865,000	3,865,000	4,515,000	VENDOR
Vietnam	Bill of Lading Amendment Fee	HAIPHONG	CMA	Per Bill	VND	860000	860000	860000	860000	VENDOR
Vietnam	Century CY Handling Fee	HAIPHONG	DHL	Per Bill	USD	40	40	40		VENDOR
Vietnam	Container Seal Fee	HAIPHONG	COSCO	Per Container	USD	8	8	8		VENDOR
Vietnam	Container Seal Fee	HAIPHONG	DHL	Per Container	USD	10	10	10		VENDOR
Vietnam	Container Seal Fee	HAIPHONG	CMA	Per Container	VND	180000	180000	180000	180000	VENDOR
Vietnam	Container Seal Fee	HAIPHONG	YANG MING	Per Container	VND	170,000	170,000	170,000	170,000	VENDOR



Vietnam	Export Service Fee	Haiphong	MAERSK	Per Entry	VND	170,000	170,000	170,000	170,000	VENDOR
Vietnam	Late Document Charge	HAIPHONG	CMA	Per Bill	VND	645000	645000	645000	645000	VENDOR
Vietnam	Late Document Charge	HAIPHONG	YANG MING	Per Bill	VND	1,150,00	1,150,00	1,150,00	1,150,00	VENDOR
Vietnam	MANUAL SI	HAIPHONG	CMA	Per Bill	VND	950000	950000	950000	950000	VENDOR
Vietnam	Ocean Carrier CFS Handling Charge	HAIPHONG	CMA	Per Bill	USD	13	13	13	13	VENDOR
Vietnam	Origin Document Fee	HAIPHONG	COSCO	Per Bill	VND	850,000	850,000	850,000	850,000	VENDOR
Vietnam	Origin Document Fee	Haiphong	APL	Per Bill	USD	41	41	41	41	VENDOR
Vietnam	Origin Document Fee	Haiphong	MAERSK	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	Haiphong	ONE	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	HAIPHONG	DHL	Per Bill	USD	50	50	50		VENDOR
Vietnam	Origin Document Fee	HAIPHONG	CMA	Per Bill	VND	750000	750000	750000	750000	VENDOR
Vietnam	Origin Document Fee	HAIPHONG	YANG MING	Per Bill	VND	850,000	850,000	850,000	850,000	VENDOR
Vietnam	Terminal Handling Charge	HAIPHONG	COSCO	Per Container	USD	105	165	165		VENDOR
Vietnam	Terminal Handling Charge	Haiphong	APL	Per Container	USD	105	165	165	198	VENDOR
Vietnam	Terminal Handling Charge	Haiphong	MAERSK	Per Container	VND	2,400,000	3,800,000	3,800,000	4,500,000	VENDOR
Vietnam	Terminal Handling Charge	Haiphong	ONE	Per Container	VND	1,900,000	3,000,000	3,000,000	3,500,000	VENDOR
Vietnam	Terminal Handling Charge	HAIPHONG	DHL	Per Container	USD	135	200	200		VENDOR
Vietnam	Terminal Handling Charge	HAIPHONG	CMA	Per Container	VND	2400000	3750000	3750000	4500000	VENDOR
Vietnam	Terminal Handling Charge	HAIPHONG	YANG MING	Per Container	VND	2,415,000	3,865,000	3,865,000	4,515,000	VENDOR
Vietnam	Bill of Lading Amendment Fee	HO CHI MINH	CMA	Per Bill	VND	860000	860000	860000	860000	VENDOR
Vietnam	Century CY Handling Fee	HO CHI MINH	DHL	Per Bill	USD	40	40	40		VENDOR
Vietnam	Container Seal Fee	HO CHI MINH	COSCO	Per Container	USD	8	8	8		VENDOR
Vietnam	Container Seal Fee	HO CHI MINH	DHL	Per Container	USD	10	10	10		VENDOR
Vietnam	Container Seal Fee	HO CHI MINH	CMA	Per Container	VND	180000	180000	180000	180000	VENDOR
Vietnam	Container Seal Fee	HO CHI MINH	YANG MING	Per Container	VND	170,000	170,000	170,000	170,000	VENDOR
Vietnam	Export Service Fee	Ho Chi Minh	MAERSK	Per Entry	VND	170,000	170,000	170,000	170,000	VENDOR
Vietnam	Late Document Charge	HO CHI MINH	CMA	Per Bill	VND	645000	645000	645000	645000	VENDOR
Vietnam	Late Document Charge	HO CHI MINH	YANG MING	Per Bill	VND	1,150,00	1,150,00	1,150,00	1,150,00	VENDOR
Vietnam	Manual SI	HO CHI MINH	CMA	Per Bill	VND	950000	950000	950000	950000	VENDOR
Vietnam	Ocean Carrier CFS Handling Charge	HO CHI MINH	CMA	Per Bill	USD	13	13	13	13	VENDOR
Vietnam	Origin Document Fee	HO CHI MINH	COSCO	Per Bill	VND	850,000	850,000	850,000	850,000	VENDOR
Vietnam	Origin Document Fee	Ho Chi Minh	APL	Per Bill	USD	41	41	41	41	VENDOR
Vietnam	Origin Document Fee	Ho Chi Minh	MAERSK	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	Ho Chi Minh	ONE	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	HO CHI MINH	DHL	Per Bill	USD	50	50	50		VENDOR
Vietnam	Origin Document Fee	HO CHI MINH	CMA	Per Bill	VND	750000	750000	750000	750000	VENDOR
Vietnam	Origin Document Fee	HO CHI MINH	YANG MING	Per Bill	VND	850,000	850,000	850,000	850,000	VENDOR
Vietnam	Terminal Handling Charge	HO CHI MINH	COSCO	Per Container	USD	105	165	165		VENDOR
Vietnam	Terminal Handling Charge	Ho Chi Minh	APL	Per Container	USD	105	165	165	198	VENDOR
Vietnam	Terminal Handling Charge	Ho Chi Minh	MAERSK	Per Container	VND	2,400,000	3,800,000	3,800,000	4,500,000	VENDOR
Vietnam	Terminal Handling Charge	Ho Chi Minh	ONE	Per Container	VND	1,900,000	3,000,000	3,000,000	3,500,000	VENDOR
Vietnam	Terminal Handling Charge	HO CHI MINH	DHL	Per Container	USD	135	200	200		VENDOR
Vietnam	Terminal Handling Charge	HO CHI MINH	CMA	Per Container	VND	2400000	3750000	3750000	4500000	VENDOR



Vietnam	Terminal Handling Charge	HO CHI MINH	YANG MING	Per Container	VND	2,415,000	3,865,000	3,865,000	4,515,000	VENDOR
Vietnam	Bill of Lading Amendment Fee	QUI NHON	CMA	Per Bill	VND	860000	860000	860000	860000	VENDOR
Vietnam	CFS Receiving Fee	QUI NHON	DHL	Per Bill	USD	40	40	40		VENDOR
Vietnam	Container Seal Fee	QUI NHON	COSCO	Per Container	USD	8	8	8		VENDOR
Vietnam	Container Seal Fee	QUI NHON	CMA	Per Container	VND	180000	180000	180000	180000	VENDOR
Vietnam	Export Service Fee	Qui Nhon	MAERSK	Per Entry	VND	170,000	170,000	170,000	170,000	VENDOR
Vietnam	Late Document Charge	QUI NHON	CMA	Per Bill	VND	645000	645000	645000	645000	VENDOR
Vietnam	Manual SI	QUI NHON	CMA	Per Bill	VND	950000	950000	950000	950000	VENDOR
Vietnam	Ocean Carrier CFS Handling Charge	QUI NHON	CMA	Per Bill	USD	13	13	13	13	VENDOR
Vietnam	Origin Document Fee	QUI NHON	COSCO	Per Bill	VND	850,000	850,000	850,000	850,000	VENDOR
Vietnam	Origin Document Fee	Qui Nhon	APL	Per Bill	USD	41	41	41	41	VENDOR
Vietnam	Origin Document Fee	Qui Nhon	MAERSK	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	Qui Nhon	ONE	Per Bill	VND	700,000	700,000	700,000	700,000	VENDOR
Vietnam	Origin Document Fee	QUI NHON	CMA	Per Bill	VND	750000	750000	750000	750000	VENDOR
Vietnam	Port Construction Surcharge	QUI NHON	DHL	Per Bill	USD	50	50	50		VENDOR
Vietnam	Port Security Charge	QUI NHON	DHL	Per Bill	USD	45	45	45		VENDOR
Vietnam	Terminal Handling Charge	QUI NHON	COSCO	Per Container	USD	105	165	165		VENDOR
Vietnam	Terminal Handling Charge	Qui Nhon	APL	Per Container	USD	105	165	165	198	VENDOR
Vietnam	Terminal Handling Charge	Qui Nhon	MAERSK	Per Container	VND	2,400,000	3,800,000	3,800,000	4,500,000	VENDOR
Vietnam	Terminal Handling Charge	Qui Nhon	ONE	Per Container	VND	1,900,000	3,000,000	3,000,000	3,500,000	VENDOR
Vietnam	Terminal Handling Charge	QUI NHON	CMA	Per Container	VND	2400000	3750000	3750000	4500000	VENDOR
Vietnam	Wharfage Fee (also called Booking Fee by Port)	QUI NHON	DHL	Per Container	USD	10	10	10		VENDOR

Separate Appendices

► Note

The following documents are not included in the Guide. They will be provided on request by contacting the Offshore Systems & Support Team at offshore.logistics@cantire.com. They can also be retrieved online from VMS® at www.kltlvms.com.

APPENDIX M CANADIAN TIRE DOCUMENT TEMPLATES

APPENDIX N CANADIAN TIRE SAMPLE DOCUMENTS