

March 5, 2010 Supplier Compliance Website Updates

Section	Original Content	Updated Content
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FLS/Rack Supplier Compliance Manual (PDF)

Multiple	Pp. 21, 30, & 87 Approved Barcode Sticker Providers Contact Pax Tag and Label Sandra or Mirella	
Section 7: Reserve Stock	Pg. 47 Vendor Compliance Ticketing: All goods shipped to Nordstrom Direct must have a barcode sticker attached to the outside of each polybag.	Ticketing: All goods shipped to Nordstrom Direct must have a barcode sticker attached to the outside of each polybag, in addition to your hangtag attached to the merchandise.
Section 7: Reserve Stock	Pg. 83 Presentation Jewelry Boxes	Added: * If the dimensions of presentation box are not large enough to accommodate product (i.e. cuff bracelet) it is acceptable to bubble wrap the merchandise then individually polybag with the barcode sticker on the outside of the polybag.
Section 7: Reserve Stock	Pg. 84 Bottled Liquids/Lotions To prevent leakage during shipping, “pump” or “flip top” caps on bottled liquids or lotions should be secured with a tamper proof seal or be taped down.	To prevent leakage during shipping ALL caps and lids (including twist caps) on bottled liquids or lotions must be secured with a tamper proof seal or be taped down.

Nordstrom Direct Supplier Compliance Manual (PDF)

Section 1: Introduction	Pg. 7 Vendor Compliance	Ticketing: All goods shipped to Nordstrom Direct must have a barcode sticker attached to the outside of each polybag, in addition to your hangtag attached to the merchandise.
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Section 5: Packaging and Labeling Requirements	Pg. 68 Packaging Materials	<p>Added:</p> <p>Packaging Materials Nordstrom is an environmentally responsible company. We encourage the use of environmentally sensitive packaging materials (recycled and recyclable). Avoid excess packaging by using material that maximizes protection while minimizing an environmental impact.</p> <p>Acceptable Packaging Materials Cardboard partition/dividers, cardboard fittings, corrugated cardboard, and kraft paper. The use of molded polystyrene, bubble wrap, micro-foam, Instapak foam packaging, and inflated polyethylene air packets is tolerated, but discouraged due to the increasing difficulty of disposing these items.</p> <p>Unacceptable Packaging Materials Expanded polystyrene loose fill "peanuts", straw, fiberglass, real popcorn, hard plastic, newspaper, and bamboo.</p>
Section 5: Packaging and Labeling Requirements	Pg. 71 Presentation Jewelry Boxes	<p>Added:</p> <p>* If the dimensions of presentation box are not large enough to accommodate product (i.e. cuff bracelet) it is acceptable to bubble wrap the merchandise then individually polybag with the barcode sticker on the outside of the polybag.</p>
Section 5: Packaging and Labeling Requirements	Pp. 71 & 79 Barcode Sticker Placement	Nordstrom Direct barcode stickers must be applied to the front upper right hand corner of each polybag as shown above, in addition to your hangtag attached to the merchandise.
Section 5: Packaging and Labeling Requirements	Pg. 72 Bottled Liquids/Lotions To prevent leakage during shipping, "pump" or "flip top" caps on bottled liquids or lotions should be secured with a tamper proof seal or be taped down.	To prevent leakage during shipping ALL caps and lids (including twist caps) on bottled liquids or lotions must be secured with a tamper proof seal or be taped down.
Section 5: Packaging and Labeling Requirements	Pg. 81 Approved Barcode Sticker Providers Contact Pax Tag and Label Sandra or Mirella	

Expense Offset Policies

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Routing Guide (PDF)

Section 5: Carrier Pages	Pg. 39 Gilbert East You must obtain a pickup number from your carrier by 5:00pm EST , locking in pickup for the next day.	You must obtain a pickup number from your carrier by 4:00pm EST , locking in pickup for the next day.
Section 8: Store/DC List	Pp. 120-123	Added new Rack Stores : 640 - Rack at Fair Lakes 754 - Rack Renaissance 246 - Rack at Brentwood Square 755 - Rack at University Common 245 - Rack Chicago Avenue 781 - Rack at Walters Crossing 332 - Rack Lakewood 388 - Rack at Arrowhead

EDI Documents (PDF)

Updated NPG EDI Mapping links to match our mapping the NPG Compliance website.

Vendor Communications

Nordstrom PO Terms and Conditions