

## **LG Sourcing Frequently Asked Questions**

**Q.** Who should be listed as the distributor on packaging?

**A.** For Direct vendors, LG Sourcing should be listed. For Indirect vendors, the vendor name should be listed as the distributor.

**Q.** Where is the product code or date code placed?

**A.** This should be located on the master carton and product packaging along with other carton markings.

**Q.** Can MTL testing be completed in any testing facility?

**A.** Testing can be performed at any one of the facilities listed in the document entitled “**Testing Procedure**” found within the “**Program Development Individual Process/Instructions**” section within the LG Sourcing Loweslink site.

**Q.** Where can I find the testing protocols?

**A.** Testing protocols can be found by contacting Bureau Vistas or on their website @ [http://cps.bureauveritas.com/homePage\\_frameset.html](http://cps.bureauveritas.com/homePage_frameset.html)

**Q.** How often must an item be submitted for MTL testing?

**A.** MTL testing must be completed annually.

**Q.** Is it a requirement to have the defective allowance & service % listed on the vendor setup sheet?

**A.** Yes, this is required unless otherwise specified.

**Q.** For Indirect Vendors, what company name should be listed under General Company Information in the Vendor Information Worksheet, the US company or Asian company?

**A.** Typically the US company name is listed in this area for Indirect vendors.

**Q.** Can one vendor setup form be completed for all shipping ports?

**A.** No, each shipping port must have a separate vendor setup form completed. In addition, if one shipping port ships FCL and LCL, one form must be completed for each. Ex. Yantian FCL and Yantian LCL will require 2 separate setup forms to be completed.

**Q.** In the vendor structure form, can all factories be listed on one form?

**A.** No, each factory requires a separate vendor structure form to be completed.

**Q:** Can I scan the MSBA and send back by e-mail.

**A:** No. The MSBA is a legal document. The original copy must be signed and mailed to the appropriate LG Sourcing contact

**Q:** Do I need to submit a new vendor setup sheet if I already import through another group within LG Sourcing?

**A:** Yes, the VBU is by shipping location and by Merchandise Director. A separate VBU is required for each Merchandise Director in order for product accounting to track defective accruals.