



1000 Lowe's Blvd
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May 30, 2013

RE: Proprietary Brand "After Sales Customer Support (ASCS)" Replacement Part Shipment Protocol

Dear Lowe's Private Brand Product Supplier:

Please be advised of the following changes to the shipment of replacement parts direct to MSG and/or Archway, Lowe's third party ASCS Providers:

Vendor Import Shipment Protocol (Vendor **without** a US Presence)

- a. Vendors **without** a US Presence *must first be confirmed* as such by the LGS International Logistics Specialist prior to proceeding with the Inco terms DAP/Deliver At Place.
- b. The LGS International Logistics Specialist will contact the vendor with the details regarding parts orders and provide vendor with the PO.
- c. The LGS International Logistics Specialist will inform the vendor that **UPS is required as the Forwarder / Consolidator for the parts shipments and notify UPS-SCS of pending POs.**
- d. Lowe's has special rates set up with UPS-SCS for ASCS moves. Confirmed vendors without a US presence are allowed to use Lowe's special rates for ASCS shipments. **It is the responsibility of the vendor to inform UPS-SCS that the shipment should move at Lowe's ASCS rates.**
- e. **UPS-SCS (Supply Chain Solutions) will contact each product vendor to arrange proper forwarding and Importer Security Filing (ISF) 10+2 submission services. Once these arrangements have been made, the vendor will contact UPS-SCS for every spare parts shipment in order to ship product. UPS (as Forwarder) will file the Importer Security Filing (ISF).**
- f. **LG Sourcing, Inc. will be the consignee and UPS-SCS Savannah as the "Notify Party" with the ASCS provider (MSG or Archway) as the "Deliver To." The IOR (Importer of Record) and Notify Party will be listed on the paperwork.**
- g. **Product vendor is responsible for paying all freight and delivery charges to ship from the manufacturing plant to the consignee's door.**
 - i. **LG Sourcing would be the Importer of Record (IOR).**
 - ii. **UPS would manage and file the Importer Security Filing (ISF) 10+2 paperwork**
 - iii. **Shipments will be delivered directly to ASCS provider once cleared through customs.**
- h. The LGS International Logistics Specialist will notify all parties of shipment timing, status, and coordination.

We thank you in advance for your support of Lowe's ASCS initiative for private branded products. If you have any questions, please contact the Lowe's International Logistics Specialist at the LGSourcing offices.

Sincerely,

Lowe's Private Brands ASCS Team
LowePrivateBrands@lowes.com