



July 15, 2008

**NOTICE OF PROCEDURAL CHANGE
Direct - To - Store**

**MACY'S EAST
(2 Locations moving from Minooka DC to Direct-To-Store)**

**MACY'S SOFT HOME STORE
(2 Locations moving from Minooka DC to Direct-To-Store)**

Please immediately pass this information to your Traffic/Shipping Manager and the EDI Department Manager

Effective September 1, 2008

Macy's East / Macy's Home will begin receiving all merchandise on a direct-to-store basis for the West Acres and Columbia Mall locations due to their distance from the Macy's Minooka Distribution Center (DC). Shipments for the following locations must be sent direct-to-store, please note the addresses and share with the appropriate parties in your company.

Macy's East Store Name	Macy's East Store Number	Macy's Home Store Number	Macy's East/Macy's Home Store Address
West Acres (Fargo)	242	6242	1 West Acres Center Fargo, ND 58103
Columbia Mall (Grand Forks)	247	6247	2800 S. Columbia Rd. Grand Forks, ND 58201

All vendors (collect and pre-paid) must ship merchandise directly to the stores via UPS, provide one ASN per carton and follow the direct-to-store mapping as outlined in the link below:

- http://www.macysnet.com/EDI/pdf/4010/856D2S_4010.pdf
- http://www.macysnet.com/EDI/pdf/4030/856D2S_4030.pdf
- http://www.macysnet.com/EDI/pdf/4050/856D2S_4050.pdf

- Your ship notice must be in our system before your shipment arrives at our store's receiving dock.
- Each shipment must have a UCC 128 label and all required zones completed, reflect the **new address listed above**, and include a valid SSCC 128 bar code providing the store the ability to scan the label upon arrival.
- The UCC 128 label must be placed on the outside of the carton, clear of any internal labels or packing slip envelope overlay.

Macy's recognizes that this is a major change for our vendors and appreciates your partnership in the initiative.

Please contact Macy's Transportation Office at 404-250-7200 with any questions you may have regarding this change in procedure. For questions regarding EDI mapping, please contact the EDI office at 513-782-3182 or 513-782-1873.