

April 2005

Attention: Bloomingdale's By Mail Vendor

Effective April 30, 2005, the Bloomingdale's By Mail (BBM) Accounts Payable office will convert to the Federated Department Stores (FDS) Accounts Payable system. Although BBM vendors will continue to receive purchase orders from BBM, all invoices dated from and after April 20, 2005, will be processed in Cincinnati using the FDS system. Questions regarding the conversion to the FDS Accounts Payable system should be directed to the FDS Accounts Payable office @ 513-782-3182.

Electronic Data Interchange. Electronic Data Interchange (EDI) is the method preferred by FDS for invoice processing. If your company does not currently utilize EDI, FDS recommends contacting a third party provider to aid in the transition to EDI. If you have questions regarding FDS' EDI requirements, please contact 513-782-3182.

FDSnet. Federated Department Stores has a website, www.fdsnet.com, available to provide vendors with information and assistance. An Internet connection and Web browser using Internet Explorer 4.0 and higher or Netscape Navigator version 4.0 are required to access FDSnet. We encourage you to visit the site and register as a FDSnet member. By using FDSnet, registered vendors have access to:

- Check detail
- Invoice Status
- Account Status

Conversion to FDS Accounts Payable System. In order to avoid payment and processing delays, BBM vendors must update their files and systems to accommodate the April 30, 2005 conversion from BBM to FDS. All invoices dated from and after April 20, 2005 are to be submitted to FDS for processing and payment in accordance with the following instructions:

- If you are a current FDS vendor transmitting EDI documents to FDS with respect to at least one FDS division, please transmit your BBM 810 EDI invoice to:

- IBM Network Account Number **Q100**
 - IBM Mailbox ID **Q100CH**
 - Qualifier - UCC Comm ID **08 – 6113310073**

- Please note: FDS is scheduled for an EDI network migration throughout May 2005. Please check www.fdsnet.com for updated information concerning the migration. For additional information, you also may contact FDS' Strategic Account Manager with Inovis at Gersonice.Ellison@inovis.com or 704-875-2395.**

- If you are EDI capable but do not do business with other FDS divisions, you should use EDI for BBM processing but, prior to sending your first transmission to FDS, you must register at: <http://www.fdsnet.com/Edi/forms/EDIStartUp1.htm>.

- If you currently are unable to transmit via EDI, please send your paper invoices to:

- Accounts Payable- BBM
 - 2101 East Kemper Road
 - Cincinnati, OH 45241

- **The merchandise ship to address will not change**, merchandise will continue to be shipped to:

- Bloomingdale's By Mail
 - 475 Knotter Drive
 - Cheshire, CT 06410

PLEASE READ THIS DOCUMENT CAREFULLY

BBM/FDS Department Cross Reference Information. Your purchase order will continue to be generated by BBM and reflect the BBM department number. However, your check remittance and on-line information via FDSnet will utilize a FDS department number. The table below provides cross-references for corresponding BBM and FDS department numbers. Please retain this information for future reference. The BBM department number is in the **BOLD** font.

BBM FDS BBM FDS BBM FDS BBM FDS BBM FDS BBM FDS BBM FDS

1 =188	5 =164	8 = 078	11 =383	14 =887	17 =307	54 =659
2 =113	6 =196	9 = 086	12 =302	15 =190	18 =288	55 =689
3 =114	7 =185	10 =328	13 =880	16 =341	19 =255	59 =785

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