

FEDERATED LOGISTICS www.fdsnet.com

CORPORATE TRANSPORTATION OFFICE • 3003 Summit Blvd, Suite 1000 • Atlanta, Georgia 30319

January 26, 2007

NOTICE OF PROCEDURAL CHANGE Special Order Department / Macy's North

Effective Immediately:

Macy's North Special Order vendors shipping direct to store must ship all **Division 64 Location 163** Macy's North merchandise to the following address:

**Macy's North Special Orders
9th floor MS 900/Loc. 163
700 Nicollet Mall
Minneapolis, MN 55402**

Ship all Macy's North Special Orders UPS prepaid except Furniture (regardless of destination, customer or store). Add the shipping charges to the merchandise invoice on a separate line.

Forward all invoices to:

**Federated Accounts Payable
2101 East Kemper Road
Cincinnati, Ohio 45241**

This procedural change **only** applies to the ship-to and billing addresses for Macy's North Special Orders. The new instructions replace the information in the May Company Routing Guide under the "Vendor Direct to Guest" caption. All other routing requirements are as stated in the Federated routing guide on www.fdsnet.com. Failure to follow this policy may result in an expense offset to your company.

Any questions concerning this procedure should be directed to the Federated Transportation office at (404) 250 7200.