

**NOTICE OF PROCEDURAL CHANGE**  
**ALL VENDORS PLEASE NOTE STORE/DC REALIGNMENT**  
**SMALL TICKET/SOFT HOME**  
**MACY'S NORTHWEST UTAH STORES 86, 87, 91, 92, 93, 96**  
**MACY'S HOME STORE UTAH STORES 3086,3087,3091,3092,3093,3096**

**Please immediately alert your Traffic/Shipping Manager and EDI Department Manager**

February 27, 2008

Effective **April 7, 2008**, the Macy's Northwest/Macy's Home stores listed above and identified in the chart below, which currently are serviced by the Hayward Distribution Center (DC), will instead be received by **Macy's Valley Fair , UT**.

From and after April 7, Valley Fair Mall will act as a receiving facility for all the Utah stores due to the distance of these stores from Macy's Hayward DC. Macy's Valley Fair will be recognized as **DC location (VF)**. For routing information use the Routing Guide posted at macysnet. **Accordingly, from and after April 7, 2008, all small ticket and soft home merchandise must be shipped (collect and pre-paid) directly to:**

**Macy's Valley Fair - VF**  
**3601 South 2700 West**  
**West Valley City, Utah 84119**

**Note: All UCC-128 shipping labels must provide the correct DC address.**

**EDI Instructions:** Macy's Purchase Orders with an "in DC date" of April 7, 2008 or later, must follow this routing change and all EDI documentation must be updated accordingly. The EDI 856 Map Specs must reflect the correct information and each ASN must use the new DC code EDI N1-ST = 'VF' in the N104 data element. Also:

- Your ship notice must be in our system before your shipment arrives at 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.
- Label must be placed on the outside of the carton and be clear of any internal label or packing slip envelope overlay.

Macy's recognizes that this is a major change for our vendors and appreciates your partnership in this initiative. Accordingly, we ask that you please:

- Refer to attached chart to confirm store numbers
- Use macysnet.com for shipment routing
- Contact Macy's Transportation Office at 404-250-7200 with any questions regarding this change in procedure
- Contact the EDI office at 513-782-3182 or 513-782-1873 with questions on EDI mapping,

**Macy's Northwest / Macy's Home Stores Moving From  
Hayward DC to Valley Fair Mall DC VF**

<b>Store Name</b>	<b>Macy's Northwest Store Number</b>	<b>Macy's Home Store Number</b>
<b>Cottonwood Mall</b>	<b>0086</b>	<b>3086</b>
<b>Valley Fair Mall</b>	<b>0087</b>	<b>3087</b>
<b>Layton Hills Mall</b>	<b>0091</b>	<b>3091</b>
<b>South Town Ctr</b>	<b>0092</b>	<b>3092</b>
<b>Fashion Place</b>	<b>0093</b>	<b>3093</b>
<b>University Mall</b>	<b>0096</b>	<b>3096</b>