



Reminder - Authorization/Appointment number  
November 10, 2009

In our continuing effort to improve service and reduce costs, every shipment submitted via Macysnet will be issued an authorization/appointment number upon routing.

- The authorization/appointment number is required on the Bill of Lading (BOL) for all transportation modes (i.e. - Less Than Truckload, Truckload, etc.).
- The authorization/appointment number must be noted in the "Special Instructions" box of the BOL.

The authorization/appointment simplifies routing and improve communications on the status of inbound merchandise for the benefit of Macy's and our vendors.

Please refer to the routing guide for specific shipping instructions and location(s). Failure to make the necessary changes (as per the Routing Guide) may result in an expense offset to your company.

Please direct your questions to the Macy's Transportation office at 678 406-7200. For questions regarding EDI mapping, please contact our EDI office at 513 782-3182 or 513 782-1873.