



March 13, 2009

Dear Vendor:

As you know, Macy's is moving forward with our "My Macy's" strategy and beginning in May 2009, we will be operating as one Macy's. The new Macy's organization will be headquartered in New York, with corporate offices also located in Cincinnati, Ohio. Our "My Macy's" strategy will not have any impact on Bloomingdale's, bloomingdales.com, or macys.com, so please continue to work with these organizations as you have in the past.

As part of our "My Macy's" strategy, we are reorganizing the former Macy's divisions into a single store group and many stores will be assigned new numbers. Because the store number is an essential element of our purchase order (PO) and determines where and how you are to ship merchandise, you must always use the proper PO store number information. During the transition and after My Macy's is fully implemented and all merchandise commitments originate from New York, it will always remain essential that all Macy's vendors (including vendors to the Macy's Merchandising Group (MMG)) use their applicable POs as the guide for shipment, both during this current transition period and in the future when we are operating under the "My Macy's" strategy. Please make note of the following information:

- Store numbers for Macy's East division stores will **not** be changed and you now can load the new "My Macy's" store numbers for stores in the other divisions (Macy's West, Macy's Central, Macy's Florida and Macy's Home) into your current Macy's East division EDI location table (see link below).
- For every valid PO you receive use the store numbers exactly as listed on that PO.
- You must always match your documents to the exact store location numbers shown on the applicable POs. Again, failure to send your merchandise to the correct (originating) EDI mailbox per the PO will delay receipt of goods and will cause merchandise to be misdirected in our store network. Accordingly, your EDI ASN (856) and invoice (810) must be sent to the same mailbox from which the underlying, original PO was generated. For example, if a PO was generated by Macy's West, you must send your EDI ASN and invoice to the MCW mailbox using the applicable Macy's West store location numbers.

Please make sure to visit [www.macysnet.com](http://www.macysnet.com) often for continuing updates, routing guide information, cutoffs and contact matrix listings. If you have any questions, please contact the Vendor Service Help Desk at 513-782-1412.

We thank you in advance for your continuing support and look forward to working with you as we build the new Macy's organization.

[My Macy's New Store Numbers](#)