

Bloomingdales.com (BCOM) Conversion General Overview & Frequently Asked Questions

GENERAL OVERVIEW

In 2011, BCOM will be undergoing a major system conversion. This conversion will impact all systems (Ordering, Receiving, etc.) and will result in BCOM becoming 100% compliant with all of Macy's Inc. standards / systems and technologies. Please review the below FAQs as well as <http://www.macysnet.com> to find out all the ways in which this conversion will impact you

FREQUENTLY ASKED QUESTIONS

1. What does the BCOM "Retail Region" conversion mean to me, a vendor?
 - o Vendors will be expected to adhere to all Macy's Inc. shipping/routing and packaging standards when shipping to the Bloomingdales.com division.
 - o A new TPID will be established for the converted division. The TPID/Qualifier for the new division is 6113310079 Qualifier 08. All purchase orders will be send electronically from this TPID.
 - o Some Macy's external systems e.g. MacysNet Account Payable will have 2 options for Bloomingdales.com. bloomingdales.com should be used for all electronic purchase orders issued after 11/15/2010; bloomingdales.com (1) should be used for all manual purchase orders issued before 01/14/2011

2. When is the conversion scheduled to go live?

The conversion will go live with Spring Receipts.

- Start ship date for all Home Families of Businesses on January 10th, 2011
- The start ship date for all other families of business will be on January 25th, 2011.

Please note: EDI Invoices for orders placed under the old system must be transmitted to the Division 73 TPID/Qualifier (6113310073 Qualifier 08). EDI Invoices and ASN's for orders placed under the new system must be transmitted to the Division 79 TPID/Qualifier 6113310079, Qualifier 08.

- **Do not combine orders placed under the new system with these shipments, even if shipping post conversion!**

3. Is there one place that I can go to for all Vendor communications?

- <http://www.macysnet.com> or Macy's net is a one stop shop for all Macy's vendor communications. Provided within is everything a vendor would need relating to Accounts Payable, Transportation, Logistics and contact lists.
- Please see special "Bloomingdales.com Conversion" link on upper-right hand corner of the Macy's net home screen. This will contain everything you need to know regarding the new requirements

4. Do I have to register for Macy's net?

- Yes, all vendors must register on Macy's net. [Click here to register for Macy's net](#)

5. How do I access my trial balance?
 - Macy's net provides access to your trial balance as well as a host of useful A/P forms and documents. When accessing your trial balance and other Accounts Payable information, 2 options will exist for Bloomingdales.com. bloomingdales.com should be used for all electronic purchase orders issued after 11/15/2010; bloomingdales.com(1) should be used for all manual purchase orders issued before 01/14/2011.

6. How will I be notified of procedural changes?
 - By registering to Macy's net you will be added to a mailing list that will notify you of major updates and procedural changes

7. How will shipping be impacted by the conversion?
 - Vendors will be expected to submit shipment requests via Macy's net as well as adhere to the [Macy's Routing Guide](#)

Please note: This document will be changed shortly to include new ship-to information regarding Bloomingdales.com.

8. Will Packing standards be changed?
 - Yes, packing standards will be changed. Vendors will be required to adhere to the [Macy's Direct to Consumer Packaging Manual](#).

All references to special Instructions regarding Bloomingdales.com will be removed

9. Will BCOM become compliant with EDI? If so, what documents will be required?
 - Yes, BCOM will become compliant with Macy's Inc. EDI standards and will require vendors to trade the following documents:
 - i. EDI 850 – Purchase order
 - ii. EDI 856 – Advanced Ship Notice
 - iii. EDI 810 – Electronic Invoice

10. What is EDI and how do I become EDI Capable?
 - Please review the [EDI Quick Tip guide](#) for a brief summary of EDI and a how-to become EDI compliant.

11. How do I initiate EDI with BCOM?
 - Submit the [EDI Startup Form](#)

12. What are the BCOM EDI TPID and Qualifier?
 - BCOM EDI documents will be traded under TPID 6113310079 Qualifier 08

13. Will I have to undergo EDI testing?

- BCOM will conduct EDI-850 Purchase order tests to ensure connectivity. If you would like to request a test purchase order please email BCOMEDI@BLOOMINGDALES.COM
- Vendors who are currently in production for the EDI 810 –Invoice and/or the EDI 856 – ASN in any MACYS Inc. division will be automatically moved into production for BCOM for that document.

14. Do I have to be UPC/EAN compliant?

- Yes

15. I don't have UPC codes. What do I do?

- Please email BCOMEDI@BLOOMINGDALES.COM

16. How do I transmit/share my UPC/EAN catalogue?

There are 3 methods for entering UPC's into the BCOM catalog.

- Maintain a profiled UPC catalogue through INOVIS. Please contact Inovis at (877) 446-6847 for more info
- VIA Email, by completing a [UPCADD Request form](#). (Please follow instructions embedded in the form)
- Transmitting a direct EDI 832 document, Call Macy's Edi Support at (678) 474-3595 for more information.

17. I am shipping against orders placed under the old system, are there any special procedures that I need to follow?

- Yes, you will be required to ship using our new packing/routing standards. However, please transmit your EDI Invoices to the old Bloomingdales.com TPID (6113310073 Qualifier 08). Also, do not combine merchandise placed under the new system with these shipments.