

Import Guidelines

Users:

Suppliers

Global Sourcing

Merchandising

Replenishment

Transportation

Treasury/Accounts Payable

Owner: Transportation - Import Logistics

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Table of Contents

GENERAL IMPORT OVERVIEW.....3

IMPORT TEAM CONTACT 3

TAR HEEL TRADING INTERNATIONAL 3

FREIGHT FORWARDER AND CONSOLIDATOR CONTACT INFORMATION 3

PO CONFIRMATION..... 4

BOOKING PROCEDURES 4

SHIPMENT WINDOW 4

CY (FACTORY) CONTAINER LOADING REQUIREMENTS 5

IMPORT CENTER ORDERS (IMC) 6

TERMS OF SALE AND SELLER RESPONSIBILITY 6

DIRECT IMPORT PAYMENT OPTIONS:..... 6

LETTER OF CREDIT (SIGHT + 60 DAYS)..... 6

SUPPLY CHAIN FINANCE PROGRAM..... 8

SAMPLE SHIPMENTS 9

HAZARDOUS MATERIALS..... 9

WOOD PACKING MATERIAL 9

INSPECTION, AUDIT AND PRODUCT TESTING 10

SAMPLE APPROVAL REQUIREMENTS..... 10

CONSUMER PRODUCT SAFETY IMPROVEMENT ACT OF 2008 (CPSIA) 10

AMENDED LACEY ACT (2008 FARM BILL)..... 11

CBP 24-HOUR ADVANCE CARGO MANIFEST RULE..... 11

IMPORTER SECURITY FILING RULE (10+2) 12

CUSTOMS – TRADE PARTNERSHIP AGAINST TERRORISM (C-TPAT)..... 12

IMPORT DOCUMENTATION REQUIREMENTS13

ISSUANCE OF FORWARDERS CARGO RECEIPT (FCR) 13

DOCUMENT PRESENTATION..... 14

OTHER REQUIRED DOCUMENTS OR BENEFICIARY STATEMENTS 16

IMPORT SUPPLIER PERFORMANCE MANAGEMENT PROGRAM.....18

OTHER NON-COMPLIANCE FEES.....19

Failure to meet these requirements may result in product refusal, merchandise returned to Supplier, and/or non-compliance fees.

GENERAL IMPORT OVERVIEW

Import Team Contact

Please direct all questions regarding booking or shipping procedures for your Family Dollar Direct import orders to:

Import Logistics Manager
Family Dollar, Inc.
P.O. Box 1017
Charlotte, NC 28201-1017
Phone: (704) 814-3568
Fax: (704) 847-2297
importtrans@familydollar.com
<http://corporate.familydollar.com/pages/transportation.aspx>

Tar Heel Trading International

Family Dollar currently has two sourcing offices located in Hong Kong and Shenzhen, China. The global sourcing team in Asia requires all potential Suppliers to complete a detailed survey that addresses financial stability, lead times, quality management and processes and other qualifications that will help in the evaluation process. If the results of the survey indicate that the Supplier has potential, the Asia global sourcing team will ask the Supplier to participate in the bidding, RFQ and sampling stages, may visit the production facilities and may choose to conduct additional quality verification.

Please direct all sourcing inquiries to TarHeelSupport@tarheeltrade.com for Tar Heel Trading International Hong Kong Limited and Shenzhen Tar Heel Information Consultancy Limited.

Freight Forwarder and Consolidator Contact Information

Yusen Logistics (formally known as NYK Logistics), Family Dollar's Freight Forwarder and Consolidator, has been assigned the following responsibilities:

- Monitoring Purchase Order (PO) status
- Booking space with ocean lines
- Consolidating orders
- Providing tracking information
- Collecting, verifying and forwarding documents
- Issuance of FCRs
- Administration of Import Supplier Performance Management Program

- Maintenance of C-TPAT (Customs Trade Partnership against Terrorism) factory profiles and risk assessment.
- Generation of Supplier Scorecards

Your cooperation with Yusen is essential to managing our import program. Should you have any difficulty arranging a shipment with Yusen, please notify the Import Team immediately.

For information regarding Yusen office locations and to set up your Yusen account, go to <http://griffin.hk.yusen-logistics.com/ebooking> and complete the registration process. Questions may also be directed to Yusen at asu_nlhk_fds@hk.yusen-logistics.com.

PO Confirmation

As part of the Import Supplier Performance Management Program, Family Dollar requires that each PO is confirmed within 5 business days of notification from Yusen via the eTrace module. As a Supplier you will have visibility to all your outstanding POs that have not been confirmed via eTrace. If any discrepancies are applicable at this time please make the appropriate annotation when confirming. If a PO is not confirmed within this time frame non-compliance fees will be applicable.

Booking Procedures

All bookings must be made electronically using the Yusen web site. Verbal or email booking requests are not acceptable. Contact your local Yusen office to set up your on-line booking account. Contact Yusen a minimum of 14 days prior to the “Do Not Ship Before” date on your PO to ensure carrier equipment and space availability. Family Dollar recommends that Suppliers make their bookings at least 21 days prior to the “Do Not Ship Before” date. Suppliers that fail to book timely within 14 days will be subject to non-compliance fees.

Shipment Window

All factory loaded containers (CY loads) must be delivered to the agreed upon port of export (as indicated on the approved quote sheet) at the beginning of the “Do Not Ship Before” date on the PO to allow for the actual export of the container to occur within this PO date window.

All non-factory loaded orders (CFS loads) must deliver to the proper Yusen container freight station (CFS) location within the “Do Not Ship Before” and “Cancel If Not Shipped By” dates on the PO.

As part of the Import Supplier Performance Management Program, if the cargo ready date is revised more than once per booking in Yusen’s website (eBooking) then non-compliance fees will be applicable. In addition if the cargo is not delivered within 3 days of the committed delivery date submitted in Yusen’s website (eBooking), non-compliance fees will be applicable.

CY (Factory) Container Loading Requirements

Containers must meet Family Dollar’s minimum CBM requirements in order to be CY loaded. Loading of multiple DC’s into one container to create a CY load is not permitted without prior approval from Yusen. Suppliers with less than CY load volumes must deliver their merchandise to the designated CFS locations.

Suppliers are required to place a container specific Packing List on the interior door for all CY loaded containers.

Suppliers must meet the following minimum load requirements for requesting CY (factory load) containers:

<u>Equipment Size</u>	<u>Minimum Load Requirement</u>
20’ Standard	25.00 cbm
40’ NOR	48.00 cbm
40’ Standard	55.00 cbm
40’ High Cube	65.00 cbm
45’ Container	72.00 cbm

Suppliers must not exceed the following weight limit for each container type:

<u>Equipment Size</u>	<u>Maximum Cargo weight</u>
20’ Standard	16,330 kgs (36,000 lbs)
40’ NOR	19,995 kgs (44,080 lbs)
40’ Standard	19,995 kgs (44,080 lbs)
40’ High Cube	19,995 kgs (44,080 lbs)
45’ Container	19,995 kgs (44,080 lbs)

Cargo is to be floor loaded by PO and SKU number. All containers should be loaded evenly for proper weight distribution. If a container is improperly loaded (i.e. shotgun load) then all associated costs will be charged to the Supplier.

It is the Supplier’s responsibility for CY loads to ensure that a container is in good order at the time it is picked up from the ocean carrier’s container yard at origin. Containers must be inspected for holes, poor patches, internal rust, moisture, powders/chemicals, old packing material or any other issue that may cause damage to the product being loaded into that container. If any such issues are found, the container should be rejected immediately and a replacement container requested.

It is the policy of the ocean carriers that once a container leaves their container yard, it is considered in good order. Damage to product as a result of these types of issues may be considered Supplier negligence and the ocean carrier may deny our damage claim. If Family Dollar product is damaged and our claim is denied due to non-compliance with this policy, the Supplier will be held responsible for the loss.

This policy does not replace or change any requirements under Family Dollar's C-TPAT program which includes completion of the Pre-loading Container Inspection Certificate for each container, as outlined in the C-TPAT section.

Import Center Orders (IMC)

In addition to our 10 DC's, Family Dollar operates an Import Center in Savannah, GA. Below is the address for the Import Center:

Schneider Logistics
248 Grange Road
Port Wentworth, GA 31407

Orders designated with PO type IMC are to be shipped to this location. A Family Dollar Buyer may choose to allocate an IMC order to specific DC's prior to the Supplier booking the cargo. Cartons do not need to be marked with a DC Destination or IMC code.

Terms of Sale and Seller Responsibility

Family Dollar import terms are generally FOB. The Seller (Supplier) is responsible for all costs relating to the goods until such time as they have passed the ship's rail at the named port/city of shipment. This is to include any Customs fees, duties, taxes and other charges payable upon export. Origin charges may also include but not be limited to Bill of Lading/Forwarder's Cargo Receipt (FCR) fees, AMS fees, warehouse CFS Receiving fees, local origin dock fees, security fees, and inspection fees. This responsibility applies to both CY and CFS loaded cargo.

Direct Import Payment Options:

Letter of Credit (Sight + 60 days)

Family Dollar partners with Bank of America, PNC, HSBC, and Wells Fargo Bank for all of its Letter of Credit needs. Beneficiaries may be based in the United States or a foreign country. Advising banks must be located in the same country as the beneficiary.

All Letter of Credit issuances will expire 28 days after the late ship date stated on the bank documentation. Documents must be presented to the bank within 14 days of the FCR issue date but within credit validity.

The Family Dollar PO and Letter of Credit number must be marked on all documents and correspondence. Addition of correct PO and Letter of Credit number to a document by hand or type, without authentication in order to meet this requirement, is permitted.

Suppliers must comply with all requirements as stated in the Letter of Credit documents. Failure to comply may result in discrepancy fees and payment delays. Furthermore, all charges, loss, and

expenses incurred, as a result of the goods sitting while these issues are resolved, will be charged back to the Supplier or deducted from the payment.

Issuance of amendments will be at the discretion of Family Dollar. Family Dollar reserves the right to waive a discrepancy rather than issue an amendment. All amendment fees due to Supplier negligence will be at the beneficiary's expense (Supplier may also be subject to non-compliance fees as outlined in the Non-Compliance Fine section of this document). All amendment charges must be paid to Family Dollar prior to the amendment being issued.

Questions regarding Letter of Credit transactions and general banking issues should be directed to treasury@familydollar.com.

Open Account (Sail Date + X Days (as negotiated)):

Open Account (OA) is a direct payment process in which a Supplier presents invoices to Family Dollar via EDI or third party Supplier in order to receive payment for goods shipped. Payment is based on the Sail Date, as indicated on the FCR, plus agreed upon terms.

Important Open Account Facts:

- Family Dollar's Supplier Financial Update form will need to be signed by the Supplier and Buyer upon agreeing to OA terms.
- POs and Invoices must be transmitted electronically between Family Dollar and the Supplier.
 - Supplier may choose to use SPS Commerce as a turnkey solution for EDI as their Web Application requires minimal effort on behalf of the Supplier.
 - Supplier only needs a Web Browser and Internet Connectivity to connect to SPS Commerce.
 - Supplier is required to test all electronic documents with Family Dollar before any order can be written using OA terms.
- A PO written for multiple distribution centers will require one invoice for each distribution center.
- Payment Terms for each Invoice will be calculated from "Sail Date"
 - Supplier needs to ensure the invoice date transmitted is consistent with the "Sail Date" stated on the FCR.
- FCR ID number should be identified in the Supplier Bill of Lading field of the EDI Invoice.

- Invoice Payments will be transmitted to Suppliers via EFT/ACH.
- Import Suppliers must comply with all import shipment requirements as outlined in the FDS Import Guidelines.
- Import Suppliers must contact Yusen for a complete list of documents that will be required for their PO. These documents will need to be turned over to Yusen prior to issuance of the FCR.
- Questions regarding OA terms should be directed to aprequest@familydollar.com.

Supply Chain Finance Program

This program can provide eligible Suppliers funding at rates based on Family Dollar’s strong financial standing. Family Dollar has partnered with Wells Fargo and BB&T to provide ***The Supplier Finance Program***. Pricing for this program can vary and actual pricing will be detailed and governed by your agreement with the bank. Family Dollar is not a party to your agreement with the bank. Participation in the program by your organization is optional and you must apply and be approved by one of the program banks.

How does the program work? This program is available to key Suppliers who are willing to partner with Family Dollar to achieve their working capital goals through offering a permanent terms extension. In exchange for the extension (to Net 90 days in most cases), participating Suppliers can receive payment for their approved Family Dollar invoices from the program bank on the date of their choice, usually within five to ten business days from Invoice date and FCR date, less a discount to the financing bank. While the discount rate is to be negotiated between participating Suppliers and the bank, the program is founded on Family Dollar’s promise to pay, so you can expect a favorable discount rate based on Family Dollar’s strong credit rating.

Questions Regarding Terms Extension and/or Program	Questions Regarding Discount Rates and On-Boarding
<p>Family Dollar Finance Team</p> <p>Penny Potter or Steve Burt (704) 814-3329 (704) 849-7515 aprequests@familydollar.com</p>	
<p>Wells Fargo Supply Chain Finance Team</p> <p>Neal Karaszkievicz, Tammy Stephen, Scott Sobanski (866) 563-6618 supplierfinance@wellsfargo.com</p>	<p>BB&T Supply Chain Finance Team</p> <p>Jack Sickling Pete Loescher Dev Maguire (404)442-5283 (404) 442-5006 (404) 442-5287 SCF@bbandt.com</p>

Sample Shipments

Family Dollar does not act as the Importer of Record for samples. All samples sent to FDS must be shipped prepaid under shipment terms Deliver Duty Paid (DDP). This includes any Customs fees, duties, taxes, or charges incurred during the transit of the goods. For textiles with a total value in excess of \$250 and all other items with a value in excess of \$2,000, FDS requires that the Supplier indicate the below point of contact and address as the “notify party” on the invoice and airway bill of the sample shipment:

Attn: Import Compliance Manager
Import Transportation Department
Family Dollar Services, Inc.
P.O. Box 1017
Charlotte, NC 28201
(704) 708-7943
Email: fdscompliance@familydollar.com

The Supplier and courier must forward the following documentation to support the sample shipments to Family Dollar:

- Commercial Invoice (as per the below section: Import Documentation Requirements)
- CF-7501 (Customs Entry Summary)
- CF-3461 (Customs Entry/Immediate Delivery)

Hazardous Materials

Family Dollar requires that the Supplier complete the Retail Hazardous Information section on the quote sheet and provide a copy the Safety Data Sheet (SDS) for any goods potentially subject to HAZMAT Regulations.

The HAZMAT Limited Quantities labeling regulation has eliminated the “ORM-D” label and replaced it with a plain diamond without any text or wording. Please refer to the Family Dollar’s carton marking documents for further instruction.

Wood Packing Material

The USDA strictly regulates the use of Wood Packing Material (WPM) for all goods imported into the United States.

Shipments that contain WPM must have a statement on the Commercial Invoice as generated through Yusen’s eInvoice stating that the shipment contains WPM and that the WPM has been treated and marked as per current USDA guidelines. This WPM statement must also be included on the FCR. Treatment must be done by either heat or methyl bromide and the WPM must be

marked with the IPPC logo and ISO country code where the treatment occurred. (See FDS document “Wood Packing Regs 0109” for further details.)

Shipments that do not contain WPM must have an exporter statement on the Commercial Invoice as generated through Yusen’s eInvoice and the FCR stating that the shipment contains no WPM.

Suppliers must clearly identify WPM on the Family Dollar Quote Sheet whenever they quote a product that will ship with WPM.

Failure to comply with USDA regulations will result in the immediate export of the goods back to the originating country. Suppliers will be subject to non-compliance fees and will be responsible for all export expenses, handling charges and penalties issued by the US government.

Inspection, Audit and Product Testing

Suppliers agree to permit and fully cooperate with any inspection, audit or product testing by Family Dollar, Tar Heel Trading, or Family Dollar’s representatives at Supplier’s facilities or the facilities of Supplier’s direct or indirect Supplier(s). Please contact Family Dollar’s Global Technical Services team at globaltechservices@familydollar.com or Tar Heel Trading for further guidance.

Sample Approval Requirements

Family Dollar maintains a strict policy regarding sample approvals. Please ensure that you have planned enough time to avoid any delays or possible order cancellation due to late sample approvals.

Orders may be booked with Yusen, however, the Shipping Order (SO) will not be released to the Supplier nor merchandise allowed to deliver to the CFS warehouse without Yusen receiving the Sample Approval release date from Family Dollar.

Consumer Product Safety Improvement Act of 2008 (CPSIA)

The CPSIA is regulated by the Consumer Product Safety Commission (CPSC). For products manufactured on or after November 12, 2008, Importers must furnish certificates that verify that these products meet the applicable rules and regulations enforced by the CPSC. As a result of this act, Family Dollar is requiring that a General Certificate of Conformity (GCC) be issued by the Supplier/Manufacturer for all products that Family Dollar directly imports.

Suppliers/Manufacturers are required to complete the Family Dollar Form FDS-GCC-001 and submit it along with the test reports and any applicable COC forms to our Global Technical Services team for review and approval. This approval will be valid for one year based upon the passing test date for all applicable shipments. Yusen will permit the booking of a shipment but will not release the SO unless Family Dollar has a valid and approved GCC on file.

Suppliers/Manufacturers will be responsible for submitting the GCC to the Global Technical Services team in a timely manner to prevent any shipment delays which could result in goods missing their due dates. If Suppliers/Manufacturers present a copy to Yusen it must be an approved copy of this form.

Amended Lacey Act (2008 Farm Bill)

The Lacey Act is regulated by USDA. Importers of plants or plant products (including wood and wood products) must submit upon entry a declaration that includes the genus and species of the plant(s) used, the value and quantity of the importation, and the country of origin of the imported product. This information must be provided to U.S. Customs and Border Protection (CBP) and USDA at the time of entry of the goods into the United States. Goods imported under the following Harmonized Tariff (HTS) Chapters will be covered by this requirement:

6 (live trees, plants, flowers, and foliage)	66 (umbrellas, walking sticks, and riding crops)
12 (oil seeds, grains, seeds, and fruits)	82 (tools)
13 (resins, saps, and extracts)	92 (musical instruments)
14 (vegetable materials)	93 (guns)
44 (wood and articles thereof)	94 (furniture)
45 (cork and articles thereof)	95 (toys, games and sporting equipment)
46 (basket ware and wickerwork)	96 (brooms, pencils and buttons)
47 (wood pulp)	97 (works of art)
48 (paper and articles thereof)	

In order for Family Dollar to enforce this regulation, Import Compliance will review the quote sheets to identify any goods that fall under the regulated tariff chapters. If your goods fall under this requirement, you will be advised via Yusen's eInvoice that a completed Plant and Plant Product Declaration Form FDS-PPPD-001 will be required. The PPPD must be completed at the Shipment/DC level and uploaded through Yusen's eInvoice along with all other required documents to receive the FCR. Products that are covered by the above HTS Chapters, but do not contain any plant or plant products (including wood and wood product) will require a Beneficiary Statement certifying that the subject items do not contain the regulated materials. A copy of this statement must be turned over to Yusen. For additional information on the Lacey Act and a tool to assist with looking up the plant genus and species, please go to http://www.aphis.usda.gov/plant_health/lacey_act/classification.shtml or contact fdscpliance@familydollar.com.

CBP 24-Hour Advance Cargo Manifest Rule

This rule requires all Family Dollar Suppliers to submit to Yusen the cargo declaration details up to four days in advance of the 24 hour manifest period. Information required to be provided includes, but is not limited to, the shipper's complete name and address, detailed description of the commodity being shipped and the associated quantity and weight.

Suppliers that do not provide this required information may have their bookings canceled and be subject to non-compliance fees or order cancellation

Importer Security Filing Rule (10+2)

The 10+2 rule is regulated by US Customs and went into effect on January 25, 2009. This rule requires Suppliers and Importers to submit 10 pieces of advance shipping data 24 hours prior to loading at the foreign port. Shipments that do not have proper data submitted will not be permitted to load onto the vessel. As well, the Importer may be subject to liquidated damages of \$5000 per violation. The 10 Importer elements required are as follows:

1. Manufacturer Name and Address
2. Container Stuffing Location
3. Consolidator Name and Address
4. Country of origin of each item
5. Harmonized Tariff Number of each item
6. Seller Name and Address
7. Buyer name and Address
8. Ship To Name and Address
9. Importer of Record
10. Consignee ID Number

Family Dollar Suppliers are required to accurately complete their eBooking in a timely manner on Yusen's website to ensure proper filing of ISF.

Suppliers that do not provide this required information may have their bookings canceled and be subject to non-compliance fees or order cancellation

Customs – Trade Partnership Against Terrorism (C-TPAT)

As a result of the terrorist attack on the United States on September 11, 2001, CBP has created a joint government-business initiative called Customs-Trade Partnership Against Terrorism (C-TPAT). This initiative was formed to build cooperative relationships that will strengthen the overall supply chain and border security in the United States and abroad. In this initiative, CBP requests each business to ensure the integrity of its supply chain and to communicate security guidelines to its business partners. CBP has provided some security guidelines incorporating all phases of the supply chain (i.e., Importers, Suppliers, Consolidators, Brokers, Steamship Lines, etc.). Additional guidelines may be distributed in the future.

Family Dollar has joined with CBP to work towards the goal of a secure supply chain. To attain this goal, Family Dollar needs Supplier assistance. Family Dollar is requesting that Suppliers evaluate the security practices of each and every factory from which you produce and ship product to Family Dollar. In order to document these security practices Family Dollar requires on an annual basis each factory to complete International Supplier Security Checklist. New

Suppliers must complete an International Supplier Security Checklist for **all** their factories doing business with Family Dollar when they register in Yusen's eBooking web tool.

Upon expiration a Supplier will be prompted to complete a new checklist for the applicable factory during the eBooking process on Yusen's website. Yusen will provide a Security Checklist reminder to Suppliers prior to expiration to ensure timely booking.

A Pre-Loading Container Inspection Certificate is required for all containers. For CY factory loaded containers, the factory must complete the inspection. For CFS cargo, the CFS warehouse will complete the inspection and provide a copy to the factory. This document must be turned over to Yusen along with all other required documents. As well, CBP has mandated that all containers are sealed with seals that meet or exceed ISO 17712 standards.

CBP will detain any container found with non-compliant seals resulting in extended product delay and potential penalties.

Suppliers that have registered with Yusen may access electronic copies of the International Supplier Security Checklist and Pre-Loading Container Inspection Certificate in the Useful Information tab within the eBooking module or may visit the International Transportation section of the Family Dollar website at <http://corporate.familydollar.com/pages/transportation.aspx>.

IMPORT DOCUMENTATION REQUIREMENTS

Family Dollar requires that all commercial shipping documents are broken down by PO and DC according to how the booking was made. Shipments for multiple Family Dollar DC's must not be combined on the same set of commercial shipping documents. Family Dollar has mandated the use of Yusen's eInvoice web tool to create all commercial invoices and packing lists. Within the eInvoice web tool all the required documents are listed for Supplier reference and are required to be uploaded completely in order for the FCR to be released by Yusen to the Supplier.

eInvoice registered Suppliers will have access to the Family Dollar required documents in the Useful Information tab within the eBooking module. Many of these documents are also available on the International Transportation section of the Family Dollar website at <http://corporate.familydollar.com/pages/transportation.aspx>. As well, please review the below guidelines to ensure you are in full compliance with all Family Dollar documentation requirements. If you have any questions, please notify the Import Compliance Team.

Issuance of Forwarders Cargo Receipt (FCR)

FCRs will not be issued by Yusen until the cargo has sailed, all required documents have been turned over to Yusen, origin charges and any applicable non-compliance fees have been paid to Yusen. This applies to both CY and CFS loads regardless of when the cargo actually delivers to the port or CFS location.

Document Presentation

Letter of Credit:

In most cases, Family Dollar requires one original set of limited documents, consisting only of an Invoice, Packing List and FCR to be presented to Bank of America, PNC, HSBC, or Wells Fargo Bank (as assigned). Presentation must occur within 14 calendar days of the issue date on the FCR but within credit validity (credit expires 28 days after the late ship date stated on the bank documentation). In some instances, the Letter of Credit document may require original master or house bills of lading to be presented to the bank. For all shipments, one full set of required documents must be presented to the appropriate Yusen origin office within **2** business days of the vessel sailing date. **Please note that the Family Dollar Letter of Credit will provide you with a list of documents and eInvoice statements that may be required to receive your FCR. Upon eInvoice submission, Yusen will provide you with a specific list of documents and invoice statements required for your specific PO/shipment. To be accepted, all documents must be fully completed, signed, titled and dated.**

Open Account:

Open Account participants will not receive a list of required documents with their PO. It is the Supplier's responsibility to ensure compliance with all Family Dollar document requirements. For all shipments, eInvoice completion and upload must be submitted within **2** business days of the vessel sailing date. **Within the eInvoice web tool, Yusen will provide you with a specific list of documents and invoice statements required for your specific PO/shipment. To be accepted, all documents must be fully completed, signed, titled and dated.**

eInvoice template:

The following elements are prepopulated fields in eInvoice. For further detail please contact Yusen.

- "Sold to" party as **Family Dollar Services, Inc.**
- "Ship to" party name and address
- Importer of Record/ Consignee Number
- Invoice number and date
- Final Destination
- Port of Discharge
- Name of vessel/voyage number, sailing date, origin port and destination port
- Shipment and payment terms
- Letter of Credit or OA Number (as applicable)
- Manufacturer's name and address
- PO Supplier name and address
- Container stuffing location name and address
- Consolidator name and address

- PO DC
- Unit and total purchase price of each SKU in U.S. dollars as agreed upon at time of export
- Quantity and unit
- Net Weight (kg)
- A complete and accurate description of the goods including a breakdown of component materials by both weight and value (value breakdown must equal to unit price).
- Country(s) of origin as per CBP Regulations 19 CFR 134.1 (by item if various countries of origin apply)
- Buying Agents name and commission in percentage (if applicable)
- FDS PO, SKU, Style, and Family Dollar final destination
- HTS number
- All shipments that do **not** contain WPM must include an exporter statement on the Commercial Invoice stating that the shipment contains no WPM. For shipments that contain WPM, the Commercial Invoice must include an exporter statement certifying that the shipment contains WPM and that the WPM has been treated and marked as per current USDA guidelines
- Name and Title of Responsible Officer
- **The following statements may be required and will need manual entry in the “Remarks” section of eInvoice:**
 - For food, list the Manufacturer and shipper’s FDA registration number and the name and contact information for the agent of the Manufacturer in the United States.
 - For FDA regulated medical devices, list the FDA medical device listing number and the FDA establishment number.
 - For wearing apparel, list the vertical and horizontal knit stitch count
 - For bedding, state whether the articles contain any embroidery, lace braid, edging, trimming, piping, or appliqué work.
 - For Chinese wooden furniture, state that the merchandise is not used in conjunction with wooden bedroom furniture.

ePacking List

The following elements are prepopulated fields in eInvoice for the packing list. For further detail please contact Yusen.

- “Sold to” party as **Family Dollar Services, Inc.**
 - “Ship to” party name and address
 - Importer of Record/ Consignee Number
 - Invoice number and date
 - Final Destination
 - Port of Discharge
 - Name of vessel/voyage number, sailing date, and origin port
 - Shipment and payment terms
-

- Letter of Credit or OA Number (as applicable)
- Container stuffing location name and address
- Consolidator name and address
- Country of Origin
- PO Number
- SKU Number
- Style Number
- Merchandise Description
- Inner Pack
- Master Case Pack
- Quantities in Cartons and Eaches
- Total Gross Weight (kg) by SKU
- Total Volume (CBM) by SKU
- **The following elements require manual entry by the Supplier:**
 - Carton Dimensions (cm)
 - Name and Title of Responsible Officer
 - Gross Weight (kg) per carton
 - Total Net-Net Weight (kg) by SKU
 - Total Net Weight (kg) by SKU

Other Required Documents or Beneficiary Statements

All additional required documents must be uploaded in the eInvoice web tool (Contact Yusen for more details)

- African Growth and Opportunity Act (AGOA) Textile Certificate of Origin
- Authorization to Manufacture and Distribute Product License issued by the licensed holder or their agent in the United States. In the event the Authorization to Manufacture and Distribute Product License is not required, a statement from the beneficiary certifying that the goods do not infringe on any patents, trademarks, and/or copyrights must be presented.
- Textile Certificate of Origin
- CIQ Certificate that reflects the lead cadmium lab test results and lists the approved factory code used for production of the ceramic tableware items from China.
- Pre-Loading Container Inspection Certificate signed and dated for every import container
- Drop Ball Test/Impact Resistant Certification in accordance with 21 CFR 801.410, including the Medical Device Listing number, FDA Establishment number, and 510(k) number if applicable
- Licensed Status Confirmation Document (“LSCD”) issued by Philips for any shipment of DVD Players, DVD Recorders, CDR Discs, DVD+R Discs and DVD-R Discs. (*Must be provided after delivery of cargo*)
- FCC Form regarding the importation of radio frequency devices capable of causing harmful interference (FCC Form 740)

- FDA Form for the declaration for imported electronic products subject to radiation control standards (Form FD2877)
- Fish and Wildlife Export Declaration from the country of origin for the regulated items.
- Plant and Plant Product Declaration Form FDS-PPPD-001 or a Beneficiary Certificate stating that the merchandise does not contain any plant or plant products (including wood or wood products)
- General Certificate of Conformity Form FDS-GCC-001, listing SKU and PO number. This certificate must be stamped with the date the Family Dollar Global Technical Services team approved it and is valid for one year
- Inland bill of lading showing movement from the factory of production to the port (food shipments only)
- QIZ Joint Certificate
- Single/Multiple Country Textile Declaration
- AGOA Textile Declaration
- A Beneficiary Certificate providing one of the following statements for Toxic Substances Control Act (TSCA): “I certify that all chemical substances in this shipment comply with all applicable rules or order under TSCA and that I am not offering a chemical substance for entry in violation of TSCA or any applicable rule or order there under” (or) “I certify that all chemicals in this shipment are not subject to TSCA”.
- **Original** Commercial Textile Visa with the appropriate government stamp
- GSP Certificate of Origin (Form A)
- Water resistant lab test in accordance with the AATCC Test Method 35-1985, showing the water resistance under a head pressure of 600 millimeters, not to exceed more than 1.0 gram of water penetration after two minutes.
- Footwear Interim Invoice
- FCR issued by Yusen showing receipt of goods for shipment to FDS and marked “Freight Collect”. Yusen Logistics to be marked as a notify party.
- CAFTA-DR Responsibility/Certification Statement
- Certificate of Origin
- Textile Export License

Suppliers needing further clarification or assistance with completing any of the above listed documents should notify the Import Compliance Team.

IMPORT SUPPLIER PERFORMANCE MANAGEMENT PROGRAM

Through Family Dollar’s partnership with Yusen Logistics, Family Dollar is measuring Supplier performance and therefore expects its Suppliers to meet and ultimately exceed industry accepted levels for on time booking submissions, documentation presentation and origin cargo delivery. For further details please refer to the reference material on Yusen’s eBooking web tool or contact your local Yusen office.

Listed below is the current fee structure for the Import Supplier Performance Management Program. (If special circumstances arise resulting in the need for a fee waiver please refer to the reference material on Yusen’s eBooking web tool regarding waiver requests and procedures.)

Performance Measures	Non-Compliance Fees
PO Confirmation – Failure to reply to the eTrace PO confirmation email within 5 business days of receipt.	\$ 200.00 per PO
Late Booking – Failure to submit a booking at least 14 days prior to start date in the ship window from the PO	\$ 200.00 per Booking
Cargo Ready Date Changes – Revising cargo ready date more than once per booking.	\$ 200.00 per Booking
Late Cargo Delivery – Cargo not delivered within 3 days of the committed delivery date as submitted to Yusen in eBooking.	\$ 200.00 per Booking
Late Document Turnover – Documents not created and/or uploaded within 2 business days of sailing (5 days for exception origins)	\$ 200.00 per Booking

OTHER NON-COMPLIANCE FEES

Family Dollar reserves the right to assess additional Non-Compliance Fees above and beyond the Import Supplier Performance Management Program Fees. See below fee structure of additional Non-Compliance Fees.

Non- Compliance Measures	Non-Compliance Fees
Storage/Demurrage/Detention charges assessed due to Supplier Non –Compliance.	Actual Charges + \$ 50.00 Admin Fee.
Failure to return container in time to meet designated vessel closing.	\$ 200.00 per container/shipment based on in-gate date.
Failure to deliver CY or CFS shipments to their designated location at the beginning of their ship window (late shipment).	\$ 500.00 per PO.
Failure to mark cartons as per Family Dollar carton marking requirements.	\$ 500.00 per container plus actual charges to remark carton – if remarking is completed at origin, origin will collect the remarking charges from Supplier.
Product in cartons does not match carton markings (i.e. wrong SKU or PO).	\$ 500.00 per container plus actual charges for inspection and remarking of carton – if remarking is completed at origin, origin will collect the remarking charges from Supplier.
Failure to properly load goods into container as instructed by freight forwarder	\$ 500.00 per container plus additional handling charges – if reloading is completed at origin, origin will collect the reloading charges from Supplier.
Not loading minimum CBM per container type	Pro-rated charge based on the actual cost divided by minimum CBM per container type multiplied by amount of CBMs short
Late delivery of shipment to Family Dollar DC due to Supplier delay – late is defined as delivering after the “Do Not Deliver After Date” as stated on the PO	2.0% of the total value of the commercial invoice for each late delivery (minimum \$ 500.00 for each occurrence if 2.0% of the commercial invoice is less than \$ 500.00)
Failure to ship complete PO – short ship/partial ship	\$ 500.00 per PO
Not supplying container specific packing list on inside door of CY container	\$ 200.00 per container/shipment