

dd's POE ROUTING GUIDE

Ross Stores, Inc.

Last Amended: September 2024



*dd's Discounts is a nationwide retailer with many stores in most states.
Freight is routed to one of our Distribution Centers based on the Container Discharge Port*

Under POE terms, the Vendor must land the container(s) at the US port of destination, clear US Customs, pay all ocean freight charges, any PierPass Fees, Clean Truck Fees, or any Customs or FDA/OGA/Hold Exams. Once accomplished and dd's trucker picks up the merchandise from the US Port, risk of loss and title shift to the Buyer.

Required Routing:

ALL Containers Must Be Routed Through Discharge Ports Shown Below:

Discharge Port	Commodities	Distribution Center Address:
NJ/NY	LCL, GOH, High Security, FCL dd's, Mixed Ross/dd's Only	dd's Discounts, a Division of Ross Procurement, Inc. ECDC - 1707 Shearer DR - Carlisle, PA 17013
Lost Angeles, CA	LCL, Air Freight, Full Container dd's, Mixed Ross / dd's Container	dd's Discounts, a Division of Ross Procurement, Inc. MVDC - 17800 Perris Blvd - Moreno Valley, CA 92551

1. NY/NJ ports should be used **only** for **LCL, GOH, High Security, FCL dd's** and **Mixed Ross/dd's** shipments.
 - a. These same commodities **except High Security** can also be routed to LA/LB.
 - b. FCL Ross containers can be routed to Charleston/Savannah or LA/LB.
 - c. No POE shipments expected to Houston.
2. dd's recommends that Vendors plan shipments so that vessels' estimated arrival is approximately 4 calendar days prior to PO start ship date. Shipments shall arrive to the DC prior to the PO Cancel Date.
 - a. Do not mix PO ship windows in a container.
3. DEMURRAGE is the Vendor's responsibility up to the latest of the following occurrences:
 - a. PO start ship date,
 - b. container available date plus 4 working days,
 - c. **or** 4 working days after complete document submission.

Additionally,

- d. The Vendor must pay and settle demurrage charges directly with the terminal.
 - e. dd's requires a minimum of 4 working days free time at port, starting once the container becomes fully available and Delivery Order ("DO") has been issued.
 - f. Vendor must land the container(s) at the US port of destination, clear US Customs, pay all ocean freight charges, any Pier Pass Fees, Clean Truck Fees, or any Customs or FDA/OGA/Hold Exams. Any demurrage resulting from failure to perform any of these actions, is Vendor responsibility.
4. For any LCL (Less Than Full Container Load) shipments in the LA area:
 - a. Weighing **less than** 3000 lbs, ship the freight **Pre-Paid** to our consolidator Performance Team. Call (562) 741-1368 or email ROSSDD@performanceteam.net to make arrangements.
 - b. Weighing 3000 lbs or greater, after Customs release, please submit a signed Delivery Order to

POERouting@ros.com

5. For any LCL (Less Than Full Container Load) shipments in the NY/NJ area:
 - a. Weighing **less than** 3000 lbs, ship the freight **Pre-Paid** to our consolidator Dynamic. Call (973) 344-6300 or email Dynamic.imports@dynamiconline.com to make arrangements.
6. For any LCL (Less Than Full Container Load) weighing 3000 lbs or greater, after Customs release, please submit a signed Delivery Order to POERouting@ros.com for further instructions. Allow 5 business days for pick up on LCL Shipments.
7. Air Freight shipments are to be routed only through LAX. After Customs release, please submit a signed Delivery Order to POERouting@ros.com for further instructions
8. Refrigerated Containers may not be co-loaded (Ross & DD's).
9. We do not pick up Headloads. Any container shipments picked up from the port by a trucker other than a Ross or dd's trucker will need to be routed as Domestic pickup from Vendor's warehouse.
10. For FCL (Full Container Load) Shipments of dd's or Ross freight, Vendors must contact Ross POE team and submit routing and container related details 14 Days Prior to Vessel ETA. Vendor will need to submit the following documents to POERouting@ros.com. We will then process and dispatch the trucker for pick up.
 - a. Allow 4 business days after complete document submission for pick up of FCL Shipments upon arrival.
 - b. Following documents are required for pickup of Vendor shipments:
 - Delivery Order:
 - For shipments arriving to LA/LB ports:
 - For LCL or Ross/dd's mixed loads please list Performance Team as trucker.
 - Pier Pass and Clean Truck Fees should be claimed for all shipments in advance of ETA.
 - For shipments arriving to Charleston/Savannah ports:
 - Do not ship FCL dd's or Ross/dd's mixed loads to Charleston/Savannah.
 - For shipments arriving to NY/NJ ports:
 - Please list Dynamic as trucker.
 - Packing List and POE Routing Form
 - POE Routing Form provided at [dd's POE Routing Request Form](#).
 - Signed Copy by US Customs of the CF3461
 - **Vendors must be aware of and comply with all US Customs regulations regarding the importation of products and packing materials into the US.**
 - Vendor will be Notified of Any Pickup Delays
11. dd's and Ross Stores will **NOT** be responsible for:
 - a. Delays due to cancelled Purchase Orders
 - b. Purchase Orders arrived prior to Start Ship Date
 - c. Freight not paid
 - d. Demurrage charges resulting from Delivery Order untimely or not received, e.g. (DO not issued prior to the commencement of applicable free time).
 - e. Demurrage charges resulting from inability to pick up container due to carrier or terminal

- holds, container/equipment damage, customs exams, or the like.
- f. Storage, Handling, Pallet, or Forklift fees
 - g. Customs or FDA/Hold Exams
 - a. Broker/Vendor should make any arrangements for movements pending any exam
 - h. Pier Pass Fees
 - i. Clean Truck Fees (CTF)
12. IF a dd's Discounts order is loaded on a container with Ross Stores merchandise the following needs to be applied:
- a. All dd's Discounts freight **MUST** be tail loaded.
 - b. A separate Delivery Order must be submitted for Ross/dd's mixed shipments.
 - c. Mixed Ross & dd's containers should be routed to NY/NJ or LA/LB, do not route any dd's freight to Charleston/Savannah or Houston.
 - d. The container **CANNOT** be included on the same delivery order with a FCL Shipment of Ross merchandise.
- Please contact POERouting@ros.com if Vendor has any questions or concerns regarding these types of shipments.
13. Please ensure all containers are loaded according to USDOT weight limitations and guidelines.
- a. Product weight should be evenly distributed across the container floor.
 - b. Ross will not be responsible for any fees/fines associated with transportation of overweight containers.
14. DETENTION: dd's and Ross REQUIRE a MINIMUM of 10 Calendar days off port
- a. Vendor is responsible for any detention costs incurred, regardless of their contracted free time, through the first 10 Calendar days.
 - b. dd's will NOT honor detention related charges until/unless Ross exceeds the established 10 Calendar Days.
 - c. dd's will be responsible for and honor detention charges if the initial 10 calendar days have been exceeded by Ross, and are not the direct result of terminal and/or ocean carrier restrictions prohibiting the return of the empty container.
 - d. dd's will only honor detention charges beyond the first 10 calendar days, at a maximum rate of \$75 per day per container.
 - e. The POE Vendor shall pay their ocean carrier directly for ALL detention charges incurred. Vendor may later seek reimbursement from Ross for detention incurred beyond the established 10 calendar days by sending applicable detention invoice for review to Freight Pay at POEDetention@ros.com. Detailing PO, Container, Carrier, Outgate Date, Empty Termination Date. Please also include a copy of the original Steamship Line Invoice reflecting applicable detention charges and free time for support.
 - f. The POE Vendor is to instruct their ocean carrier to bill the POE vendor directly for detention charges. Per FMC Ruling on 2/26/2024 (Docket No FMC-2022-0066) it is no longer permissible to have detention charges billed to the drayage carrier.
 - g. dd's pays only the original detention charge without markup, administrative fees or other alterations.
 - h. For containers located at an off-port exam site, dd's free time begins when the container is picked up from the exam site
15. Invoicing: For any invoice related to freight, detention, demurrage, or related charges.
- a. All invoices shall comply with UIIA (Uniform Intermodal Interchange Agreement), OSRA

(Ocean Shipping Reform Act of 2022), and applicable final rules published by the FMC (Federal Maritime Commission) and in effect at that time.

- b. Vendor Pass Through Charges: Vendor has 60 days from Original Invoice Billing date, to seek reimbursement from Ross. Otherwise, Ross shall not be held liable. The Original Invoice shall be included as backup documentation when invoicing Ross.
- c. Any freight charges, including detention, demurrage, or the like, incurred by dd's will only be honored if pre-approved by Ross/dd's and settled through our nominated partner, as determined by Ross/dd's.

DELIVERED DUTY PAID (Door Deliveries) PRE-PAID – Ross Stores Distribution Center:

1. Email Delivery Order and POE Routing Request Form to POERouting@ros.com to confirm that the container can be dropped at the Distribution Center.
 - a. POE Routing Form provided at [dd's POE Routing Request Form](#)
2. At the time of delivery at the DC the driver must check in at the Receiving Office and leave contact name and phone number for notification when the container is empty.
 - a. DC Yards are open for receiving 24 hours a day – 7 days a week however during holidays the gate may be closed periodically for meal breaks.
 - b. Receiving Offices are only open when the DC is open so please check in advance if Vendor anticipates freight arriving on weekends or holidays.
3. dd's will not grant live unload appointments for import containers without prior authorization.
4. Driver MUST provide two copies of a Delivery Order/BL with Ross PO Numbers and carton counts or container will be refused. LP will stamp and date both copies and return one to driver as POD.
5. dd's will not be responsible for any charges on Door Deliveries, including equipment detention and chassis fees.

CANADA / MEXICO SHIPMENTS:

1. dd's does not route shipments from Canada or Mexico. Please make arrangements to bring freight to a warehouse on the US side of the border and request routing from that location.

KEY DEFINITIONS

“Free Time”: the period of time offered by the Carrier to the contract holder free of charge, covering both demurrage period and detention period, beyond which additional charges such as, but not limited to demurrage and detention charges, will be due to the Carrier.

“Demurrage Time”: For import cargo, the demurrage time is the duration elapsed from container discharge from the vessel till gate-out of the full container.

“Detention Time”: For import cargo, the detention time is the duration elapsed from gate-out of the full container until gate-in of the empty container into the assigned terminal or depot.

“Working Days”: Any and each day when the terminal has gates open for receiving, which may include Saturday, Sunday and Holidays.

“Business Days”: The term business day means Monday through Friday, except the legal public holidays specified in 5 U.S.C. 6103, any day declared to be a holiday by federal statute or executive order, or any day with respect to which the U.S. Office of Personnel Management has announced that Federal agencies in the Washington, DC area are closed.