

CARTON MARKING GUIDELINES

Ross Stores, Inc.

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1.0 INTRODUCTION

1.1 Objective

The guidelines in this document describe the minimum marking protocols for merchandise acceptable by Ross Stores, Inc., which includes Ross Dress for Less and dd's DISCOUNTS. The objective is to ensure that product is shipped in organized loads and arrives to the distribution centers with cartons that are clearly labeled to help reduce unnecessary workload throughout our distribution process. If any of the requirement listed cannot be met, please contact your Merchant or Distribution Centers Customer Service at the email / phone listed below.

1.2 Instructions for Ross Partners Website Use

For any questions regarding this document, please contact the Distribution Centers Customer Service at: DC.CustomerService@ros.com or (803) 396-2211

Carton marking guidelines included below, as well as additional general, pack-type-specific, and product-specific packaging guidelines, can be found in the [General Vendor Shipping Guide](#), [Container / Trailer Loading Guide](#), and other packaging-specific documents on the [Ross Partners Website](#).

2.0 CARTON MARKINGS

2.1 Required Information

Master Carton Markings

- All markings should be at least 35 pt font.
- Information should be printed clearly on a label and placed / screen printed on carton.
- All marking should take up at least 20% of carton side.

- 2 sides of carton (opposite sides):
 - PO #:
 - Vendor Style (must match order):
 - Size:
 - Measurement (optional):
 - Item Description (a close match to SKU description on PO):
 - Color (color names, not color codes):
 - Country of origin (optional):
 - Ross/dd's SKU Number (required when pre-ticketed, otherwise optional):
 - Quantity (# of items in carton):
 - All cartons need to include the same quantity in each box.
 - Prepack/Nested pack quantity (only include when shipping prepack/nested pack):
 - Specify pack counts in addition to unit counts when pre-packs / nested packs are being shipped.
 - N.W (net weight):KGS
 - G.W (gross weight):KGS
 - Supplier / Shipper Name, Address and Phone Number (International/Import Orders only):
 - Consigned To: Ross Procurement, Inc. (International/Import Orders only):
 - Deliver To: Ross Distribution Center (International/Import Orders only):

- 2 sides of carton (opposite sides):
 - Supplier / Shipper:
 - Address:
 - Phone:

Inner Carton Markings (strongly encouraged):

- 1 side of carton:
 - PO#:
 - Vendor Style (must match order):
 - Size:
 - Color (color names, not color codes):
 - Quantity (# of items in carton)
 - All cartons need to include the same quantity in each box.
 - Prepack/Nested pack quantity (only include when shipping prepack/nested pack):
 - Specify pack counts in addition to unit counts when pre-packs/nested packs are being shipped.

Example Markings

Master Carton (2 sides)



Master Carton (opposite 2 sides)



Inner Carton (strongly encouraged, 1 side)



For additional information on International Carton Marking Requirements please visit the following:
<https://www.cbp.gov/trade/rulings/informed-compliance-publications/markings-country-origin-us-imports>

2.2 Required Fragile Carton Markings for Master & Inner Cartons

- Master & Inner Cartons must include the following on a minimum of 2 sides, preferably 4 sides of the carton:
 - Universal Fragile Symbol.
 - The word “FRAGILE.”
 - Directional arrows indicating “this side up” for handling and stacking orientation.
 - Arrows must be aligned with the carton’s height dimension which should match the correct flute orientation.
 - “Handle with Care” icon.
- All markings must be bold and visible.



- If the carton contains mirrors or glass, the words “MIRROR” or “GLASS” must be printed on the container.

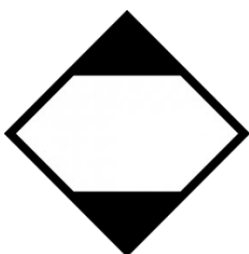


- Furniture containing Glass or Mirrors must always say “DO NOT CONVEY.”

2.3 Hazardous Carton Markings

Hazardous materials include any products that are flammable, aerosols, or include lithium batteries (e.g., perfumes, gas treatments, power banks).

For hazardous products, vendors are required to comply with applicable shipping regulations. Ross will only accept hazardous products shipped under the limited quantity exemption, signified by the diamond on point carton mark shown below. No fully regulated shipments will be accepted.



2.4 Pallets

All palletized shipments must include a pallet identifier with the following information:

- PO #
- Vendor Style #
- # Cartons
- # Units per carton
- Total units on the pallet
- If shipping fragile merchandise that is palletized and not placed in vendor cartons, place an appropriate fragile marking on all 4 sides of the pallet.
- Pallet markings should be at least 8.5" x 11." Markings must be on two sides of the pallet printed in at least 35 pt. clear font and securely fastened to the outside of the shrinkwrap.

2.5 Heavy

The maximum carton size that can be conveyed is 29.5" long x 24" wide x 24" high / 50 lbs. If your carton is larger than this guideline AND the carton weighs 50 lbs. or greater, you must apply a "two-person lift" or "overweight warning" sticker on the carton.



2.6 Store Assembly Required Sticker

- Place one green 'STORE ASSEMBLY REQUIRED' sticker on the top of the master carton.
- Stickers will arrive with the Ross Price tickets.



2.7 Packing Slip/List

Packing slip required on every order, preferably on **LAST** carton loaded (so the DC sees it at the time they unload the PO).



Packing Slip / List should include:

- PO
- Address
- Date
- Items
- SKU #s (preferred)
- Ross Style #
- Quantity by Style
- Weight
- Total cost (preferred)
- # Cartons
- # Units per Carton