

Introduction

This Vendor Partnership Guide is for purchase orders issued by Beall's Inc. and its Subsidiaries and Affiliates. All instructions in this Vendor Partnership Guide are terms and conditions of our purchase orders and must be carefully checked before forwarding any shipments to our Distribution Center / Stores. This guide supersedes all previous guides. Beall's Inc. does not mail guides.

For New Vendors

1. Review Bealls PO Terms and Conditions. This document can be found under the *Appendix* tab of the vendor partnership guide.
2. Complete the Transportation Management System (TMS) setup by submitting an RC1. The transportation webform ticket can be found under the *Routing Guide* tab.

For All Vendors

1. If any changes have occurred within your company, email Oracle_2Buy4support@beallsinc.com or your Beall's Inc. buying office. The vendor is responsible for communicating any changes to the information initially supplied.
2. Review the following sections:
 - a. PO Requirements
 - b. Floor Ready Requirements
 - c. Carton Guidelines
 - d. Transportation:
 - i. Domestic
 - ii. International
 - iii. Port of Entry (POE)