



Beall's Imports, Inc.
(Dba Beall's Department Stores, Inc.)

International Routing Guide

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Beall's Imports, Inc.
International Routing Guide

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A. Direct Import Ocean Shipments

1. PRE-BOOKING REQUEST REQUIREMENTS:

- a. Beall's Imports, Inc. Freight Forwarder, Yusen Logistics (formerly NYK Logistics), will contact vendors **7-14** days prior to the start date of the PO shipping window to request an order status update.
- b. For all direct import ocean shipments in which Beall's Imports, Inc. is the **Importer of Record** and **responsible for the ocean freight**, vendor must contact Yusen Logistics origin office to submit booking request. A complete list of Yusen Logistics office locations by city can be found at <http://griffin.hk.yusen-logistics.com/ebooking>
- c. All vendors must submit bookings via Yusen Logistics e-booking process. No exceptions.
- d. To register for vendor e-booking with Yusen Logistics, go to:
<http://griffin.hk.yusen-logistics.com/ebooking>
Select Beall's to download the e-booking registration form. Complete form and save it into your disk. E-mail the form to HKG_IND_ITINFO@hk.yusen-logistics.com. Yusen Logistics will process your application and advise log-in information within 24-48 hours of receipt. (See Exhibit ??)
- e. Vendor must ensure that all of Beall's testing protocols (per PO requirements) have been met and that test results have been submitted to the Beall's Compliance Manager for approval **PRIOR** to submitting booking request.
- f. For orders requiring hazard lab tests per Beall's Testing Protocols, vendors must ensure that they have proof of a **Beall's Compliance Manager's approval** of the vendor-submitted hazard lab test results prior to submitting booking request.

2. BOOKING REQUEST REQUIREMENTS:

- a. Vendor is to submit booking request for approval **AFTER** the cargo has passed all of Beall's PO testing requirements (i.e. hazard and quality) and received *Beall's testing acceptance from the buying office*.
- b. Booking requests are to be submitted a minimum of 7 days prior to physical cargo ready date and after vendor has received proof of Beall's approval of submitted lab test results.
- c. For orders requiring hazard testing, vendor must include the following with their booking request: proof of Beall's approval of the lab test results, and/or Beall's issued "General Conformity Certificate."
- d. Booking request must include the following information:
 - i. Purchase order #
 - ii. Total # of cartons per purchase order
 - iii. Total # of cbms by purchase order
 - iv. Total # of kilograms by purchase order
 - v. Total number of cartons on booking request
 - vi. Total number of cbms on booking request
 - vii. Total number of kilograms on booking request
 - viii. **Cargo Ready Date**- This date is defined as the date the shipment has:
 - completed production,
 - passed all Beall's required testing (hazard and quality),
 - factory has received Beall's acceptance and approval of testing results, and cargo is physically ready to load.
- e. If the shipment requires Fish and Wildlife clearance, it must be noted on the booking request. Failure to do so will result in a vendor chargeback. See Beall's Import Vendor Chargeback Violation Key (page 12 OG1) for more details.
- f. **DO NOT REQUEST SHIPPING APPROVALS FROM THE BUYERS / BUYING OFFICE. ALL SHIPMENTS MUST BE APPROVED BY BEALL'S IMPORT TRANSPORTATION DEPARTMENT ONLY! NO EXCEPTIONS.**

- g. All booking requests must be submitted to Yusen Logistics to be forwarded to Beall's Import Transportation Department for approval. Please allow 48 hours for booking request approval (excluding weekends and holidays).

3. C-TPAT VENDOR CONTAINER 7-POINT INSPECTION REQUIREMENTS:

- a. Vendors approved to ship factory-loaded containers to Beall's are required to complete the C-TPAT "Beall's Import Vendor Container 7-Point Inspection Form." This requirement is also applicable to containers that are to be "Delivered Duty Paid". Failure to adhere to this requirement will result in a vendor chargeback Code CT-1: \$250.00 administrative fee. See Section L (Port of Entry (POE) Shipments) and Section F (Beall's Import Vendor Chargeback Policy) - chargeback violation key for more details.
- b. Completed C-TPAT 7-point container inspection forms are to be forwarded as follows:
- Copy to be included with documents submitted to Yusen Logistics for US Customs entry purposes.
 - Original to be included with documents submitted to Beall's Import Accounting/Compliance Dept. for direct wire transfer/check payments or to LC issuing bank for LC payments.
 - Failure to include a completed 7-point inspection form in commercial document packets will result in delayed payments and/or vendor chargebacks.** (*Applicable for vendors shipping Factory Container Loads ONLY! Note: Factory Loaded Containers include direct import (FOB); Delivered Duty Paid (DDP) and Landed Duty Paid (LDP/POE) terms*)

4. IMPORTER SECURITY FILING (10+2) REQUIREMENTS:

- a. Vendor must use Beall's Imports, Inc. e-Invoice system. NO OTHER COMMERCIAL INVOICE FORMAT WILL BE ACCEPTED FOR ISF, PAYMENT or CUSTOMS ENTRY.
- b. It is imperative that vendors submit accurate information for Beall's Import Security Filing (ISF) purposes. The "buying agent" should never be listed as the "seller" on the booking or paperwork. Failure to submit correct details on booking and/or documents will result in a vendor chargeback.
- c. Should Beall's incur any ISF fines/penalties from US Customs due to vendor documentation errors, Beall's will chargeback the vendor for all fees incurred plus a USD\$1,000.00 administrative charge. See chargeback violation key IS-1 page 14 for more details.

Data Elements	
1	Seller (full name & address)
2	Buyer / Sold to (full name & address)
3	Ship To (full name & address)
4	Importer of Record (IOR) #
5	Consignee # (same as IOR#)
6	Country of Origin
7	Commodity HTS # (Vendor MUST use Beall's assigned Harmonized Tariff System (HTS #'s as uploaded on Beall's PO to vendor.)
8	Actual Manufacturer (Full name & address)
9	*Container Stuffing Location (Full name & address) This info will be provided by the freight forwarder when the booking request has been approved. Vendor must include this information on the original invoice surrendered with the cargo and for payment.
10	*Consolidator (Stuffer) (Full name & address) This info will be provided by the freight forwarder when the booking request has been approved. Vendor must include this information on the original invoice surrendered with the cargo and for payment.

*Beall's understands that data elements #9 & #10 might not be available at the time booking request is submitted for consolidated shipments. However, Yusen Logistics origin offices can provide this information to vendors. It is the vendor's responsibility to ensure that these two data elements are included on all docs submitted with the cargo for Customs entry purposes and payment. Failure to include this data will result in chargebacks.

5. MINIMUM FACTORY LOAD REQUIREMENTS:

Factory loading Beall's shipments is a vendor privilege.

- a. Vendors approved to ship factory container loads (FCL) to Beall's are required to visually inspect the container (prior to loading) and complete a "C-TPAT 7-point container inspection form". It is the vendor's responsibility to ensure that the container is secure and fit to convey Beall's merchandise before loading. This includes any odiferous/unusual odors (ex: fishy smells). Any charges arising from vendor's failure to ensure the container meets Beall's C-TPAT container security requirements will be charged back to the vendor.
 - i. **Failure to include a completed 7-point inspection form in commercial document packets will result in delayed payments and/or vendor chargebacks.**
 - ii. *Note: Factory Loaded Containers include direct import (FOB); Delivered Duty Paid (DDP) and Landed Duty Paid (LDP/POE) terms) Applicable for vendors shipping Factory Container Loads ONLY!*
- b. All factory loaded containers must be sealed with a high security seal that would require destruction to be removed. All seals must meet or exceed the minimum ISO/PAS 17712 security requirements. See "Beall's C-TPAT Expectations for Agents, Vendors & Manufacturers" or visit the US Customs website at www.cbp.gov for more info on C-TPAT container/seal security.
- c. **To ensure full utilization of container space, Beall's required minimum CBMs per container size are listed below.** If minimum requirements are not met, Beall's reserves the right to approve booking request as a consolidated load and have the vendor deliver the shipment to the freight forwarder for consolidation.
- d. For vendors whose cargo does not meet Beall's minimum container loading requirements, Beall's offers the option for vendors to factory load if they pay for the container "dead space" up to Beall's minimum container requirements. All vendor dead space payment agreements must be in writing on the vendor booking via Yusen Logistics and approved by Beall's Import Transportation Dept. Beall's will approve shipment for consolidation unless dead space payment agreement is in writing. Beall's Import Transportation Dept. will provide the dead space amount to be deducted in the form of a chargeback to Beall's Import Accounting & Compliance Dept. for deduction from the vendor merchandise payment.
- e. NOTE: Please DO NOT add container "dead space" charges to commercial invoice. Beall's Import Accounting & Compliance Dept. will deduct all dead space charges from the merchandise payment.

Container Size	Beall's Min. CBM Per Container	Cubic feet	Beall's CBM Goal Per Container	Cubic Feet	Actual Cubic Ft Capacity per Container*
1x20	27	954	29	1024	1173*
1x40	57	1978	58	2048	2390*
1x40HR	57	1978	58	2048	2390*
1x40H	67	2331	68	2401	2690*
1x45	77	2684	78	2755	3040*

*Actual cubic foot capacity is based on the average container sizes of our approved ocean carriers.

B. Import Air Shipments

Beall's will accept collect or prepaid air shipments only when the following conditions have been met:

1. Vendor has negotiated with the Beall's buying office and the buying office has forwarded a Beall's Import Airfreight Authorization Form (See Exhibit I) to the vendor for completion of contacts/factory and shipment details. Vendor will complete both pages and return the form to the buyer for the General Marketing Manager (GMM) and the Divisional Vice President (DVP) of Transportation required signatures.
NOTE: All air authorization forms must be **authorized and signed** by the Beall's Imports, Inc. GMM and the DVP of Transportation. NO EXCEPTIONS.
2. Upon approval and signature by the Beall's GMM, the buyer will e-mail the signed air authorization form to Beall's Import Transportation Dept. for DVP Transportation signature.
3. Import Transportation will forward DVP Transportation endorsed air authorization form to the buyer and to Yusen Logistics. (Buyer will forward GMM & DVP Transportation endorsed air authorization form to vendor for presentation to freight forwarder Yusen Logistics with e-booking request.)
4. Vendors must submit all air booking requests to Yusen Logistics via e-booking with a copy of the Beall's signed air authorization form for booking approval by Beall's Import Transportation regardless of terms (i.e., Difference of Ocean and Air, Vendor pays 100%). Yusen Logistics will match the endorsed air authorization form with the e-booking by the vendor/agent/booking agent. Upon approval, Yusen will advise the vendor of approved air carrier on the e-booking.

NOTE: The Beall's Import Airfreight Authorization Form must include a completed worksheet which requires the following information: (See Exhibit I - pg. 2 of 2 of the airfreight authorization form)

1. FOB Point
 2. Purchase order numbers
 3. Total Number of cartons per PO
 4. Carton Dimensions in CBMs and inches per PO
 5. Total CBMs
 6. Actual Weight (in kilograms)
5. All vendors approved to air Beall's merchandise must use Beall's freight forwarder, Yusen Logistics, for all Beall's air shipments. NO EXCEPTIONS! Yusen Logistics will designate the air carrier to be used.
 6. If the terms agreed upon are the "difference between ocean and air", Beall's will pay the amount the shipment would cost Beall's if shipped via ocean (Beall's ocean freight rates are all-inclusive to Beall's DC door). The freight charges are calculated FOB airport to Beall's DC door.
 7. Air shipments are from FOB airport to the Beall's Distribution Center (DC).
 8. The vendor must **prepay** their portion of the shipment costs to the approved air carrier at origin before the shipment will be aird. Yusen Logistics (at origin) **before** the shipment will be aird.
 9. If the vendor is responsible for 100% of shipment transportation charges, then the terms are 100% to our DC (not airport to airport). For visibility, the vendor must submit the e-booking request to Yusen Logistics for Beall's approval to ship.
 10. If an air shipment arrives in the USA without **prior** Beall's notification and approval, the vendor will be penalized with a charge back of any/all charges incurred by Beall's plus an administrative charge. NO EXCEPTIONS. See vendor chargeback violation key for more details.
 11. Beall's Import Accounting & Compliance Dept. and Yusen Logistics CHB must be listed as notify parties on the Forwarder Cargo Receipt (FCR), House Airway Bill (HAWB) and Master Airway Bill (MAWB) as per below (See Exhibit VIII)

<p><u>Notify Party#1:</u> BEALL'S INC. 700 13TH AVENUE EAST ATTN:IAC DEPT BRADENTON, FL 34208 (USA) TEL:941-744-4834 FAX:941-708-4342</p>	<p><u>Notify Party#2:</u> YUSEN LOGISTICS (AMERICAS) INC. 691 AIRPORT SOUTH PARKWAY COLLEGE PARK, GA 30349 TEL: 770-909-1460 FAX: 770-909-1473</p>
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12. Vendor must forward all commercial documents for air shipments to Yusen Logistics PRIOR to goods arrival in the US for documentary audit and Customs entry purposes. Any delays/charges incurred by Beall's due to vendor's failure to submit documents in a timely manner will result in a vendor chargeback.

C. CONTAINER LOADING REQUIREMENTS

1. **Do not mix purchase orders within the container.**
Example: PO 789012 must be loaded by style completely before loading PO 890123
2. All containers must be loaded by release month, by PO, by style/color starting with the **earliest release** month out moving forward to the latest month.
3. If there are multiple POs with the same release month, each PO must be loaded entirely by style/color before loading the next PO.
4. **Beall's Import Transportation Dept. will provide the release months to Yusen Logistics to forward to factory upon approval of the booking request.**
5. Failure to load the container by release month and by PO number as instructed above will result in a vendor chargeback.
6. **Multiple containers loading instructions** – Multiple containers are to be loaded starting with Latest Release Month in its entirety starting in the nose of first container until completely loaded. Continue loading each PO in its entirety by release month in the next container until complete. The last container should have the earlier release month tail loaded. If a PO does not fit entirely in the first container then continue loading in the nose of the second container. See below examples:
Container #1 Loaded PO# A - All PO's release month 10
Container #2 Loaded PO# B and C - PO's release month 9 and 8
Container #3 Loaded PO# C - PO's release month 8
Container #4 Loaded PO# C and D - PO's release month 8 and 7
7. Please reference the chargeback violation key in Section F for a complete list of import chargeback codes and amounts.

D. REQUIRED DOCUMENTS FOR SUBMISSION TO FREIGHT FORWARDER

1. Yusen Logistics has implemented a Document Delay Penalty Program for Beall's. All commercial documentation is to be submitted to Yusen Logistics within 3 working days after vessel sailing (including vessel departure date). Vendors will be notified via email for any late documents submission and penalties will be assessed as per the below schedule, based on vessel sailing date:
 - 4-5 days - USD 50/set or equivalent
 - 6-7 days - USD 65/set or equivalent
 - 8 days+ - USD 75/set or equivalent
2. Yusen Logistics will **NOT** issue an FCR number for cargo unless required commercial documents are presented per Beall's documentation requirements.
3. For factory loads, Yusen Logistics will advise the factory of load type but will not make a booking with the steamship line or authorize vendor delivery of the container to the container yard until a complete set of commercial documents (including a completed Beall's Import Vendor Container 7-Point Inspection Form) has been received by Yusen Logistics.
4. Upon receipt of a **full set of Beall's required commercial documents** and the **container manifest** for factory loaded containers, the FCR will be released by Yusen Logistics.
5. Yusen Logistics will provide an FCR for each date cargo and commercial documents are received at their warehouse.

6. Yusen Logistics will not back date or postdate any FCR.

E. IMPORT DOCUMENTATION REQUIREMENTS

Please read the following carefully as it details procedural and documentation changes that will affect your Beall's import shipments and payments. Your cooperation and participation is required to ensure compliance with US Customs regulations, the Beall's e-Invoicing program's success and to avoid chargebacks and/or delayed payments.

E-Invoicing & Commercial Invoice Item Descriptions

The Beall's e-Invoicing Program is for all import shipments. Because electronic invoicing methods improve both business efficiency and data integrity, it is in the best interest of all parties to make e-Invoicing as easy as possible. The e-Invoice Program simplifies your documentation process and provides the flexibility of submitting documents for Customs entry online. (Please note that until further notice, we will still require vendors to submit original hard copies of all required documents directly to Beall's Import Accounting & Compliance Dept. for T/T payments or to the Letter of Credit (LC) issuing bank for LC payments).

How this affects you

It is the invoice preparer's responsibility to create and submit true and accurate documentation for Beall's import shipments. In reviewing the recent e-Invoice submissions for accuracy and compliance, Beall's has noted that a large number of vendors are failing to include complete and accurate item descriptions on their commercial invoices. This failure is creating significant challenges in the completion of Beall's US Customs entries and causing unnecessary inefficiencies for Beall's Customs Broker(s), Buying and Import Accounting & Compliance teams.

Due to the large number of vendors who are failing to provide accurate and detailed item descriptions on their commercial documentation, Beall's is notifying the vendor community that **effective immediately** failure to do so will result in significant chargebacks and/or delayed payments. *(See Section F – Chargeback code #D-5 for more details).*

Please note that the Beall's Internal PO System has a limitation on the number of characters for the item description. **Please DO NOT use the Beall's PO default item descriptions on your commercial documents.** Vendors are required to update their commercial documents and use the full cargo item descriptions noted on their Product Detail or Product Offering Sheets. Beall's requires vendors and commercial documentation preparers to ensure that all invoice paperwork is updated to reflect a complete and accurate item description. Item descriptions can be updated during the e-Booking process, but no later than during e-Invoice creation. **Commercial documents received with Beall's abbreviated default PO item descriptions will be subject to chargebacks and/or delayed payments per Chargeback Code D-5 in our Vendor Chargeback Policy. This chargeback WILL BE STRICTLY ENFORCED!**

Why is Bealls requiring accurate and compliant item descriptions on Commercial Invoices?

The commercial invoice is the primary document Customs uses to ascertain classification, valuation and, ultimately, duty payments owed on each imported shipment. Customs may demand to review the commercial invoice prior to clearing cargo for entry into the United States. When a Customs specialist reviews an invoice he/she will determine if the product should be allowed entry into the U.S. The specialist compares the customs entry (CF3461) with the description on the invoice and decides if they complement one another.

If the invoice detail is incomplete, does not support or conflicts with the HTS commodity codes on the entry, the specialist has the discretion to deny entry, inspect the cargo or request additional information from the importer. All of these options cause delays, additional costs and supply chain inefficiencies for Beall's at the border.

What are the Commercial Invoice requirements?

Detailed invoice requirements are found within the US Customs regulations:

- 19 CFR § 141.86 – Contents of invoices and general requirements
- 19 CFR § 141.87 – Breakdown of component materials
- 19 CFR § 141.89 – Additional Information for certain classes of merchandise

➤ 19 CFR § 142.6 – Invoice Requirements

We encourage you to familiarize yourself with the US Customs regulations referenced above. Briefly recapped, these regulations require an invoice to include, at a bare minimum, the following data elements. (Note that Beall's e-Invoice is designed to incorporate all of the following):

1. Terms of Sale:

- Date of sale
- Place of sale
- Seller name & address
- Buyer name & address

2. Shipment Terms:

- Date of shipment
- Place of shipment
- Destination port
- Shipper's name
- Receiver or consignee's name

3. Merchandise Details:

- **A detailed description of the merchandise supporting the HTS classification.**
- Shipping and packaging marks and numbers detailing contents of each package
- Quantities in weights and measures
- Country of origin
- HTS Classification

4. Value of the merchandise:

- Unit and total purchase price
- Currency of the sale
- If not specifically included in the purchase price all charges including cost of packing, cases, containers, and inland freight to the port of exportation
- All rebates or commissions
- All goods or services furnished for the production of the merchandise (e.g., assists such as dies, molds, tools, engineering work) not included in the invoice price
- Any discount allowed on the price of the merchandise

5. Name of a responsible employee of the exporter, who has knowledge, or who can readily obtain knowledge of the transaction.

6. The invoice must be in English.

Beall's, Inc. List of Required Commercial Documents

The Beall's Commercial Documentation Checklist is required when submitting commercial documents. A sample checklist is included below for your reference. An e-copy is available for download under the "Useful Information Tab" in the e-Booking and e-Invoicing Systems for your convenience (re: the Excel file "e-Invoicing Documentation Requirements.") or upon request from Beall's Import Accounting & Compliance Dept.

Please pay close attention to the Beall's Commercial Documentation Checklist as missing documents will be subject to chargebacks from Beall's. Documents marked with an * are required unless not applicable. All unmarked documents are to be presented as applicable per Beall's PO requirements. Additional requirements regarding specific documents included in the document checklist are noted below:

1. Commercial Invoice* (Vendor MUST use Beall's Imports, Inc. Commercial e-invoice template. Invoice must be signed.)

2. Packing List* (must be signed)

3. Vendors approved to ship factory loaded containers to Beall's are required to complete and provide a Beall's C-TPAT Container 7-point Inspection Form for each container. Failure to adhere to this requirement will result in delayed payments AND a vendor chargeback. (See Section F (Beall's Import Vendor Chargeback Policy) /Chargeback Violation Key for more details.)

BEALL's COMMERCIAL DOCUMENTATION CHECKLIST

WT/LC#:

of Ctns:

Invoice#

of Pieces:

Doc #	Required Document <i>(Check all that apply)</i>	Applicable	Not Applicable	Attached	Required with e-Invoice system?	Vendor Instructions / Notes
1	Commercial Invoice*	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes	Vendor completes electronically via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept for T/T payment or to Beall's LC issuing bank for LC payment
2	Packing List*	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes	Vendor completes electronically via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept for T/T payment or to Beall's LC issuing bank for LC payment
3	Certificate of Origin*	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
4	Single / Multiple Country Textile Declaration	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
5	Textile Visa	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor uploads via e-Invoice system and forwards originals to NYKL @ origin who will forward to CHB for Customs entry
6	a) Vendor's Inspection Certificate* b) Buying Agent's Inspection Certificate (if applicable)	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	Yes - If applicable	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
7a	Beall's issued GCC (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
7b	Copy of Beall's Approved Lab Test Results* (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
7c	Buyer's Authorization to Ship (for OUTLET only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
8	Interim Footwear Invoice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
9	Wearing Apparel Detail Sheet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor uploads via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment
10	Beneficiary Statement*	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes	See revised template. Vendor completes electronically via e-Invoice system. Original hard copy to be forwarded to Beall's IAC Dept. for T/T payment or to Beall's LC issuing bank for LC payment.
11	Forwarder's Cargo Receipt*	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes	NYKL will upload automatically into e-Invoice system. Vendor forwards ORIGINALS to Beall's IAC Dept for T/T payment or to Beall's LC issuing bank for LC payment
12	Commercial Documentation Checklist*	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Yes	office with docs and cargo. NYKL will audit @ origin and advise of any discrepancies vs. checklist or Beall's requirements.
13	Vendor cover-page showing beneficiary banking information* (for Wire transfer payments only)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor can upload via e-Invoice system. Original with docs to IAC
14	Li & Fung Shipment Release Authorization (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor can upload via e-Invoice system. Original with docs to Beall's IAC Dept. for T/T payment or Beall's LC issuing bank for LC payment
15	"7-point Container Inspection Form"* (applicable for vendors shipping FCL only. NOTE: Chargebacks and/or delayed payments will apply if documents do not include a completed C-TPAT 7-Point Container Inspection Form for each container.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	
16	Other Govt Agency docs (ex: Lacey Act, FCC, F&W, FDA etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Yes - if applicable	Vendor can upload via e-Invoice system. Original with docs to Beall's IAC Dept. for T/T payment or Beall's LC issuing bank for LC payment
Attn: All Beall's Import Vendors 1 Please be advised that failure to provide correct and complete commercial documents for ISF, US Customs entry and payment purposes per Beall's documentation requirements will result in delayed payments and/or administrative chargebacks. 2 Beall's has contracted with NYK Logistics to complete a full audit of all commercial documents submitted at origin. Kindly cooperate with NYK Logistics to address all discrepancies, errors and concerns pertaining to your submitted documentation in a timely fashion. Failure to do so will result in delayed payments and/or administrative chargebacks. 3 Please refer to Beall's International Routing Guide(s) at www.beallsinc.com for additional shipment requirements and details.						
<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; width: 200px; height: 40px; background-color: yellow;"></div> <div style="border: 1px solid black; width: 100px; height: 40px; background-color: yellow;"></div> </div>						
(Vendor) Authorized Signature / Seal						Date

F. BEALL'S IMPORT VENDOR CHARGEBACK POLICY

VENDOR ALERT!

E-Invoice item descriptions, container "dead space", ISF and C-TPAT 7-Point Container inspection related chargebacks will be strictly enforced.

Please ensure you adhere to all Beall's requirements PRIOR to submission of e-Invoice.
Failure to do so will result in vendor chargebacks and/or delayed payments!

Beall's goal is to improve the flow of merchandise in our supply chain, from point of origin to our stores. Due to increased costs related to supply chain inefficiencies, Beall's implemented a chargeback policy for vendor non-compliance with our instructions and expectations noted in this International Routing Guide.

Please review the information in this International Routing Guide carefully. All questions or concerns about the information herein should be addressed **prior** to the shipment of goods. By following the requirements noted in this Routing Guide, your merchandise should flow through our supply chain in an efficient and cost-effective manner. Failure to comply in full with our requirements will result in vendor chargebacks as detailed below. Note that unless specifically stated, all chargebacks will include a US\$250.00 administrative fee (regardless of merchandise value).

BEALL'S IMPORT VENDOR CHARGEBACK VIOLATION KEY

Last Updated: April 2014

Note: A US\$250.00 administrative fee will be added to ALL Chargebacks

Import Transportation Chargeback Codes	Costs
“ Consolidation	
<input type="checkbox"/> - C-1: Cargo delivered to incorrect FOB point Vendor will be responsible for pickup and delivery to correct FOB location. Vendor will absorb all related costs pertaining to same. If Beall's incurs any costs related to vendor's FOB delivery error, vendor will be charged back full costs plus a US\$250.00 admin fee	TBD + US\$250.00 admin fee
“ Factory Load	
<input type="checkbox"/> - FL-1: Container shipped with less CBMs than presented and approved by Beall's Import Transportation Department per Vendor's Booking Request Vendor will be charged back for the balance of the “dead space” in the container calculated at the minimum CBMs for the container size plus a US\$250.00 administrative fee. The minimum CBMs by container size are available in our Routing Guide at www.beallsinc.com or on page 5 of this routing guide.	TBD + US\$250.00 admin fee
<input type="checkbox"/> - FL-2: Failure to load container as specified by Beall's on booking approval Failure to load cartons as specified by Beall's Import Transportation Department on Vendor's Booking Request Approval will result in a chargeback of US\$500.00 per container plus a US\$250.00 administrative fee.	US\$500.00 per container + US\$250.00 admin fee
<input type="checkbox"/> - FL-3: Failure to complete and submit a Beall's C-TPAT Container 7-Point Inspection Form	US\$250.00 admin fee

BEALL'S IMPORT VENDOR CHARGEBACK VIOLATION KEY

Last Updated: April 2014

Note: A US\$250.00 administrative fee will be added to ALL Chargebacks

<p>Beall's requires all vendors shipping full container loads to ensure the container is secure and fit to convey Beall's merchandise. All vendors shipping FCL/POE (Delivered Duty Paid) containers must complete a security inspection and include proof of same with their docs to Beall's Import Transportation Dept. per Beall's POE documentation requirements. Failure to complete and submit a 7 point-inspection form will result in a chargeback of <u>US\$250.00 admin fee.</u></p>	
<p><input type="checkbox"/> - FL-4: Fumigation Related Charges</p> <p>Please note that all charges incurred by Beall's for any CY loaded container subject to Fumigation upon arrival at the US Port of Discharge will be charged back to the vendor along with any US Customs Exam Fees and Beall's administrative fees that are applicable. If the merchandise is determined to be unsaleable/not suitable for the consumer retail market after fumigation, the vendor will also be charged back for the full merchandise cost, commissions, ocean freight charges, customs clearance fees and duties as well as any merchandise destruction/disposal costs incurred by Beall's.</p>	TBD
** OGA Shipments	
<p><input type="checkbox"/> OG-1: Failure to include US Fish & Wildlife notification on booking request</p> <p>Beall's requires all vendors to notify the freight forwarder/Beall's Import Transportation Dept. if Other Government Agency (OGA) clearance is required for the shipment at the time of booking so as to effectively schedule delivery to the appropriate Port Of Entry in the US. (Vendors must note F&W clearance is needed in the comments section of their booking request.) Failure to include OGA related information on the booking request will result in a chargeback of US\$100.00 per purchase order plus a US\$250.00 administrative fee.</p>	US\$100.00 per purchase order + US\$250.00 admin fee
** Air Shipments	
<p><input type="checkbox"/> - AS-1: Failure to forward original docs to Beall's/Freight Forwarder to facilitate timely Customs clearance on air shipments</p> <p>All commercial documents for air shipments must be forwarded to Beall's Freight Forwarder/Customs Broker PRIOR to goods arrival in the US for documentary audit and Customs entry purposes. Any delays/charges incurred by Beall's due to vendor's failure to submit commercial docs in a timely manner will result in a chargeback of US\$1,000.00 per purchase order plus a US\$250.00 admin fee.</p>	US\$1,000.00 per purchase order + US\$250.00 admin fee
<p><input type="checkbox"/> - AS-2: Failure to use Beall's Freight Forwarder to book/process air freight shipment</p> <p>All vendors approved to air Beall's merchandise must use Beall's freight forwarder Yusen Logistics for all air shipments. Yusen Logistics will designate the air carrier to be used. Failure to do so will result in a chargeback of US\$1,000.00 per purchase order plus a US\$250.00 admin fee.</p>	US\$1,000.00 per purchase order + US\$250.00 admin fee
** POE Shipments	
<p><input type="checkbox"/> - PO-1: Failure to submit all documents per Beall's POE documentation requirements</p> <p>Beall's requires all vendors to adhere to our POE documentation requirements. Please review Section L: Port of Entry (POE) Shipments for more details on Beall's POE documentation requirements. It is the vendor's responsibility to adhere to all requirements. Failure to do so will result in a chargeback of US\$250.00 admin fee.</p>	US\$250.00 admin fee
<p><input type="checkbox"/> - PO-2: Failure to submit all POE documents per Beall's timing requirements</p>	US\$250.00 admin fee

BEALL'S IMPORT VENDOR CHARGEBACK VIOLATION KEY

Last Updated: April 2014

Note: A US\$250.00 administrative fee will be added to ALL Chargebacks

<p>Beall's requires all vendors to adhere to our POE documentation timing requirements (i.e., POE worksheet and C-TPAT 7 point inspection form must be forwarded within 5 days of vessel sailing). Please review Section L: Port of Entry (POE) Shipments for more details on Beall's POE documentation requirements. It is the vendor's responsibility to adhere to all requirements. Failure to do so will result in a chargeback of US\$250.00 admin fee.</p>		
<p><input type="checkbox"/> - PO-3: Per diem charges incurred (Beall's requires a minimum of 15 free days out of port)</p> <p>Beall's requires a minimum of 15 free days from the day Beall's picks up the container from port of entry. Any per diem or per diem related charges incurred by Beall's during the required 15 days will be charged back to the vendor plus a US\$250.00 administrative charge. Beall's will pay a maximum of US\$25.00 per day for per diem charges from day 16 to date of return to port. The balance is the vendor's responsibility. Please note that Beall's will take all measures to expedite unloading of each container.</p>		<p>TBD + US\$250.00 admin fee</p>
<p><input type="checkbox"/> - PO-4: Container must be loaded by release month</p> <p>Beall's requires all purchase orders to be loaded by release month. Release months can be obtained from the buying office. Please review Section C for more details on Beall's container loading requirements. Failure to load container per Beall's container loading requirements will result in a chargeback of US\$50.00 per person per man hour to unload and re-sort cartons plus a US\$250.00 administrative fee.</p>		<p>TBD + US\$250.00 admin fee</p>
<p>** Carton Markings.</p>		
<p><input type="checkbox"/> CM-1: Incorrect carton markings. (Does not adhere to Bealls carton marking specifications and/or contains erroneous information)</p> <p>Carton markings which do not follow Beall's required format or contains erroneous information will result in a chargeback of TBD + US\$250.00 admin fee or US\$50.00 per man hour + US\$250.00 admin fee. Carton marking specifications are available in our International Routing Guide on page ____.</p>		<p>TBD + US\$250.00 admin fee or US\$50.00 per man hour + US\$250.00 admin fee</p>
<p>** Packing Variances</p>		
<p><input type="checkbox"/> - PV-1: Master pack or inner pack does not conform to Beall's purchase order case packing specifications</p> <p>Master or inner pack does not confirm to specifications per Beall's purchase order. Incorrectly packed cartons will result in a chargeback of US\$200.00 per purchase order plus US\$250.00 administrative fee.</p>		<p>US\$200.00 per purchase order + US\$250.00 admin fee</p>
<p>** Consolidator Repackaging</p>		
<p><input type="checkbox"/> CR-1: Repackaging done by Consolidator at consolidation point</p> <p>Vendor is responsible for all repackaging and re-marking charges. If Beall's incurs any charges, the vendor will be charged back all related costs plus US\$250.00 administrative fee.</p>		<p>TBD + US\$250.00 admin fee</p>
<p>** Product Labeling</p>		

BEALL'S IMPORT VENDOR CHARGEBACK VIOLATION KEY

Last Updated: April 2014

Note: A US\$250.00 administrative fee will be added to ALL Chargebacks

<p><input type="checkbox"/> - PL-1: Merchandise received without the proper origin markings (Made in _____)</p> <p>All imported merchandise must be properly marked as required by US Law and enforced by US Customs. Failure to properly mark products most likely will not be detected until the cargo has already arrived in the US. Beall's reserves the right to return the goods to the vendor at the vendor's expense. If Beall's chooses to keep the merchandise, the vendor will be responsible for forwarding the Made in ___ labels. The labels are to be forwarded as instructed in e-mail communication from the buying office to include the mail to address, contact person, carrier and tracking number at the expense of the vendor.</p>	<p>TBD + US\$250.00 admin fee or US\$50.00 per man hour + US\$250.00 admin fee</p>
** OBLs - For Bangladesh Shipments Only	
<p><input type="checkbox"/> OB-1: Failure to provide original endorsed OBLs to Beall's prior to shipment arrival in US</p> <p>Bangladesh Shipment Only- Two original endorsed OBL's (original bill of lading) are to be forwarded to Beall's Import Accounting a minimum of 7 days prior to the US Port of Destination ETA. A scanned copy of the bank endorsed OBL (front and back) is to be sent via email to importtransportation@beallsinc.com and isf@beallsinc.com advising of the courier name and tracking number for tracing. Original endorsed OBLs are to be sent to: Beall's Import Accounting & Compliance Dept. Attn: Beall's Import Accounting/Compliance Dept., 700 13th Avenue East – 4th Floor, Bradenton, FL 34208. Telephone: 941-744-2355. Failure to provide 2 bank-endorsed OBLs 7 days prior to the shipment's arrival at the US Port of Destination ETA will result in a chargeback of \$100.00 per day per OBL plus a \$250.00 administrative handling charge. There will be an additional \$100.00 per day per OBL, plus any additional charges incurred by Beall's after the vessel arrival at the US port of entry for which the container is not released due to missing/late OBL submission by the vendor. No exceptions. Note: If the shipment's payment terms are via Letter of Credit, please ensure all documentation is submitted to your bank in time to meet the above requirement. Note also that upon receipt of the original OBLs, Beall's will need to endorse and dispatch the original OBLs to the ocean carrier for container release in the US so please be sure to allow adequate time for document turnaround.</p>	<p>TBD + US\$250.00 admin fee + \$100.00 per day per OBL until container is released</p>
Import Accounting Chargeback Codes	Costs
** ISF	
<p><input type="checkbox"/> - IS-1: US Customs ISF fines incurred by Beall's</p> <p>Failure to submit accurate booking or load plan data to Beall's freight forwarder for timely ISF filing, or should Beall's incur any ISF fines/penalties from US Customs due to vendor booking/documentation errors, Beall's will chargeback vendors for all fees incurred plus a US\$1,000.00 administrative charge. (Note: US Customs ISF penalties will be \$5,000.00 per violation.)</p>	<p>TBD + US\$1,000.00 admin fee</p>
** Documentation	
<p><input type="checkbox"/> - D-1: Incorrect Commercial Invoice Values (i.e., First Costs, discounts, Unit of Measurement, \$ Amount Extensions)</p>	<p>US\$150.00 + US\$250.00 admin fee</p>

BEALL'S IMPORT VENDOR CHARGEBACK VIOLATION KEY

Last Updated: April 2014

Note: A US\$250.00 administrative fee will be added to ALL Chargebacks

<input type="checkbox"/> - D-2:	Delay in cargo movement due to incomplete documentation presented to Beall's freight forwarder upon cargo delivery	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-3:	Failure to use correct HTS classifications as issued by Beall's	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-4:	Failure to list <u>all</u> HTS classifications on commercial invoice	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-5:	Incorrect/incomplete item description on commercial documentation. (Required for correct HTS classification validation by CBP per 19 CFR 141.86-87.) Please DO NOT use the Beall's PO default item descriptions on your commercial documents. Vendors are required to update their commercial documents and use the full cargo item descriptions noted on their Product Detail or Product Offering Sheets. Beall's requires vendors and commercial documentation preparers to ensure that all invoice paperwork is updated to reflect a complete and accurate item description. Item descriptions can be updated during the e-Booking process, but no later than during e-Invoice creation. Commercial documents received with Beall's abbreviated default PO item descriptions will be subject to chargebacks and/or delayed payments per Chargeback Code D-5 in our chargeback policy. This chargeback WILL BE STRICTLY ENFORCED!	US\$150.00 per invoice + US\$250.00 admin fee
<input type="checkbox"/> - D-6:	Correct Manufacturer name and address not listed on commercial invoice(s)	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-7:	Country of Origin not listed on commercial invoice(s) or incorrect Country of Origin noted	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-8:	Incorrect "buyer" noted on commercial documents (i.e., Beall's is not shown as "buyer" or showing buying agent as "buyer")	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-9:	Incorrect "seller" noted on commercial documents (i.e., listing buying agent as "seller")	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-10:	Discrepant docs presented for payment or entry (i.e., costs, unit counts, cartons etc. do not match)	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-11:	Failure to submit <u>all</u> documents per Beall's Commercial Documentation Checklist	US\$150.00 + US\$250.00 admin fee
<input type="checkbox"/> - D-12:	Customs entry rework fees paid by Beall's due to incorrect vendor documentation	TBD
<input type="checkbox"/> - D-13:	Voluntary tender Customs duties outlay fees paid by Beall's due to incorrect vendor commercial documents	TBD
<input type="checkbox"/> - D-14:	Bank fees incurred by Beall's due to expired/unutilized and amended Letter of Credit's (LC's)	TBD
<input type="checkbox"/> - D-15:	Letter of credit issuance bank fees incurred by Beall's	TBD
<input type="checkbox"/> - D-16:	Failure to forward original docs to Beall's / Freight Forwarder to facilitate timely Customs or carrier release (ex. original visas, BOLs etc.)	US\$100.00 per purchase order + US\$250.00 admin fee
<input type="checkbox"/> - D-18:	Administrative chargeback	USD\$250.00

BEALL'S IMPORT VENDOR CHARGEBACK VIOLATION KEY

Last Updated: April 2014

Note: A US\$250.00 administrative fee will be added to ALL Chargebacks

“ C-TPAT

<p><input type="checkbox"/> - CT-1: Failure to complete and submit a C-TPAT 7-Point Container Inspection Form</p> <p>Beall's requires all vendors shipping full container loads to ensure the container is secure and fit to convey Beall's merchandise. All vendors shipping FCL/POE (Delivered Duty Paid) containers must complete a security inspection and include proof of same with their docs to Beall's Import Transportation Dept. per Beall's POE documentation requirements. Failure to complete and submit a 7 point inspection form will result in a chargeback of <u>US\$250.00 admin fee.</u></p>	<p>US\$250.00 admin fee</p>
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<p><input type="checkbox"/> - CT-2: Claims / charges incurred by Beall's due to vendor's failure to ensure container was fit to convey Beall's merchandise (applicable for full container load shipments only)</p> <p>Beall's requires all vendors shipping full container loads to ensure the container is secure and fit for conveying Beall's merchandise. All vendors shipping FCL/POE (Delivered Duty Paid) containers must complete a security inspection and include proof of same with their docs to Beall's Import Transportation Dept. per Beall's POE documentation requirements. Any damages/loss/fees incurred by Beall's due to vendor's failure to ensure container was fit to convey Beall's merchandise will be charged back to the vendor.</p>	<p>TBD</p>
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Purchasing / Product Development Chargeback Codes

Costs

“ Testing Requirements

<p><input type="checkbox"/> - TR-1: Failure to comply with Beall's Testing Requirements.</p>	<p>TBD</p>
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“ Failed Testing - Merchandise Shipped

<p><input type="checkbox"/> FT -1: Merchandise shipped without Beall's testing approval.</p>	<p>TBD</p>
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“ Testing Documentation

<p><input type="checkbox"/> FT -2: Failure to include Testing Certificates/Lab Test Results with booking/commercial documents packet</p>	<p>TBD</p>
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G. IMPORT PAYMENT REQUIREMENTS:

These requirements are applicable for **all** Beall's import vendors **regardless** of negotiated payment terms and method of payment.

1. **Beall's Imports, Inc.** 7 digit purchase order numbers range from 0100000 – 0699999.

Note: On the rare occasion when a Non-Merchandise import Purchase Order is issued – the number will be seven digits without a starting zero (ex. 1234567)

2. Vendors shipping to **Beall's Imports, Inc.** must use the following bill to and ship to addresses:

For import shipments to Beall's Imports, Inc. ONLY	
<u>Bill To:</u> Beall's Imports, Inc. 1806 38 th Avenue East Bradenton, FL 34208 USA	<u>Ship to:</u> BEALL'S IMPORTS, INC. 1806 38 th AVENUE EAST, BRADENTON, FL 34208 (USA) TEL:941-744-4242 FAX:941-747-4378 Email: importtransportation@beallsinc.com
FCR and/or Bills of Lading for import shipments must reference the following notify parties:	
<u>Notify Party#1:</u> BEALL'S INC. 700 13TH AVENUE EAST ATTN:IAC DEPT BRADENTON, FL 34208 (USA) TEL:941-744-4834 FAX:941-708-4342 Email: isf@beallsinc.com	<u>Notify Party#2:</u> YUSEN LOGISTICS (AMERICAS) INC. 691 AIRPORT SOUTH PARKWAY COLLEGE PARK, GA 30349 TEL: 770-909-1460 FAX: 770-909-1473 Email: yusal-imp@us.yusen-logistics.com

3. Vendor must reference the following on all documents as applicable per negotiated payment terms and method:
 - Beall's issued Wire Transfer#
 - Letter of Credit#
4. Documents presented for payment **must exactly match** documents presented to the Beall's approved freight forwarder with the cargo at origin.
5. **For direct check and wire transfer payments ONLY:** vendor must forward one full set of Beall's required *original* commercial documents for payment to:

Beall's, Inc.
Attn: Import Accounting & Compliance Dept.
700 13th Avenue East – 4th Floor
Bradenton, FL 34208
Tel: 941-747-2355

6. For Letters of Credit payments ONLY – vendor must forward one full set of original required commercial documents to the LC issuing bank per LC instructions.
7. **Bangladesh Shipment Only-** Two original endorsed OBL's (original bill of lading) are to be forwarded to Beall's Import Accounting a minimum of 7 days prior to the US Port of Destination ETA. A scanned copy of the bank endorsed OBL (front and back) is to be sent via email to importtransportation@beallsinc.com and isf@beallsinc.com advising of the courier name and tracking number for tracing.

Original endorsed OBLs are to be sent to: Beall's Import Accounting & Compliance Dept. Attn: Beall's Import Accounting/Compliance Dept., 700 13th Avenue East – 4th Floor, Bradenton, FL 34208. Telephone: 941-744-2355. Failure to provide 2 bank-endorsed OBLs 7 days prior to the shipment's arrival at the US Port of Destination ETA will result in a chargeback of \$100.00 per OBL plus a \$250.00 administrative handling charge. There will be an additional \$100.00 per day, plus any additional charges incurred by Beall's after the vessel arrival at the US port of entry for which the container is not released due to missing/late OBL submission by the vendor. No exceptions.

Note: If the shipment's payment terms are via Letter of Credit, please ensure all documentation is submitted to your bank in time to meet the above requirement. Note also that upon receipt of the original OBLs, Beall's will need to endorse and dispatch the original OBLs to the ocean carrier for container release in the US so please be sure to allow adequate time for document turnaround.

H. BEALL'S e-INVOICE SYSTEM

Please read the following carefully as it details procedural and documentation changes that will affect your Beall's import shipments and payments:

e-Invoice System

Beall's, Inc. and Yusen Logistics have partnered on an e-Invoice system for all import shipments to Beall's Imports, Inc. and Beall's Outlet Stores, Inc. Because electronic invoicing methods improve both business efficiency and data integrity, it is in the best interest of all parties to make e-Invoicing as easy as possible.

The e-Invoice system simplifies your documentation process and provides the flexibility of submitting documents for Customs entry online. (Please note that until further notice, we will still require vendors to submit original hard copies of all required documents directly to Beall's Import Accounting & Compliance Dept. for T/T payments or to the LC issuing bank for LC payments.)

Beall's will **only** accept commercial documents created by and uploaded via the e-Invoicing program for Customs entry and payment. A copy of the e-Invoice User Manual, Beall's International Routing Guides and a Vendor Chargeback Schedule has been posted to the Yusen Logistics e-Booking system for your convenience and any additional questions you may have.

How this Affects You

All Beall's business partners (ex: vendors, suppliers, manufacturers, buying and booking agents) are **required** to:

- Ensure the accuracy of their existing contact data on file in Yusen Logistics' e-Booking and e-Invoice systems. A valid email address **MUST** be on file for each registered service provider since all Beall's communications will be done electronically via email. Vendors who do not receive critical system and Beall's updates due to failure to maintain an updated contact list in e-Booking and e-Invoicing programs have no excuse if chargebacks apply. **ALL** Beall's communications will be done electronically and as such, it is the vendor/business partner's responsibility to ensure that they maintain an updated contact list.
- All service providers responsible for creating export commercial documents for submission to Beall's for US Customs entry and payments are required to be registered users of the e-Invoice system. E-Invoice registration forms can be downloaded at <http://griffin.hk.yusen-logistics.com/ebooking>.
- Please contact your local Yusen Logistics origin office for more info. Should you have any questions or need any additional information during the e-Invoice registration process, please contact Ms. Brenda Chan at brenda_chan@hk.nyklogistics.com.

Things you need to know

1. ISF Information:

It is imperative that vendors submit accurate information for Beall's Importer Security Filing purposes. The "buying agent" should never be listed as the "Seller" or "Buyer" on the booking or paperwork. Failure to submit correct ISF details on bookings and/or e-Invoice documentation will result in a vendor chargeback (See Section F for more details).

2. e-Booking:

Data from your e-Booking will be the basis of your e-Invoice. Thus it is vital that you ensure the integrity and accuracy of all data inputted in your e-booking request. The e-Booking submission screen collects the following information at PO Item level:

*Manufacturer (or supplier) name and address

*Country of origin

*Seller –

a) Name and address of the last known entity by whom the goods are sold or agreed to be sold. This information is mandatory and cannot be left blank. If "Manufacturer" and "Country of Origin" are the same for all item lines, you can click on "Batch Apply" to make the updates at the same time.

b) Again, the “buying agent” should never be listed as the “seller” on the booking or paperwork. Failure to submit correct ISF details on bookings and/or e-Invoice documentation will result in a vendor chargeback (See Section F for more details).

3. e-Load plan

The Load Plan submission screen collects the following information at Container level for Beall's Factory Loaded Containers

*Consolidator (stuffer) name and address – of the party who stuffed the container or arranged for the stuffing of the container.

*Container stuffing location - Name and address of the physical location(s) where the goods were stuffed in the container.

4. Service Provider Roles:

*Please review all service provider data you have entered in the Yusen Logistics systems.

*Please check all roles/functions that a designated service provider is responsible for
Examples- Manufacturer, Seller, Container Stuffer, Stuffing Location.

It is recommended that all Beall's US based partners who will be responsible for creating and submitting documents on behalf of their foreign vendors and suppliers manage the e-Invoicing system account on behalf of their foreign suppliers. This option is for maintaining a master list of Service Providers such as Manufacturer, Country of Origin, Seller, Container Stuffer, and Stuffing Location. Please ensure that an updated list of your service providers and their roles be maintained. Data accuracy is essential to the successful implementation of the e-Invoice module.

Beall's sincerely thanks all of our business partners for assisting us in ensuring the success and improved compliance using the e-Invoice system.

Commercial e-Invoice Requirements

1. Vendor **must** use Beall's e-Invoice system when creating commercial documents. Beall's e-Invoice commercial invoice template has been formatted to include all of the ISF (10+2) data elements. Incorrect, incomplete or missing commercial invoice data will result in vendor chargebacks (See Section F for more details). **NO OTHER COMMERCIAL INVOICE FORMATS FOR IMPORT SHIPMENTS WILL BE ACCEPTED FOR ISF, PAYMENT OR CUSTOMS ENTRY.**
2. Commercial invoice must be legible, signed and complete. All fields must be accurately and completely filled out. Failure to submit accurate information on Beall's commercial invoices will result in chargebacks and delayed payments. See chargeback schedule in Section F for more details.
3. Payment against incomplete or incorrect commercial invoices will be held pending receipt of a revised commercial invoice per Beall's commercial invoice requirements. Chargebacks will apply against non-compliant vendors.
4. Do NOT state the buying agent as the “buyer” or “seller” on your commercial documents. Chargebacks will apply to any vendor who submits commercial documents to Beall's showing incorrect designation of buying agent on the paperwork.

I. WIRE TRANSFER PAYMENT PROCESS

Currently, Beall's makes import payments via direct wires, checks, and Letter of Credit's (LC's). In order to get paid via T/T, import vendors must:

1. Adhere to Beall's commercial documentation requirements. (Note: The same *import documentation requirements apply to all Beall's import vendors regardless of method of payment.*)
2. Vendors **MUST** use Beall's e-Invoice system when creating invoices for Importer Security Filing (ISF), Customs entry and payment for import shipments.
3. **NO OTHER COMMERCIAL INVOICE FORMAT WILL BE ACCEPTED FOR ISF, PAYMENT or CUSTOMS ENTRY.**
4. Vendors must reference Beall's issued WT# on all documents.
5. Information on documents submitted for payment **MUST EXACTLY MATCH** documents submitted to the freight forwarder at origin with the cargo for Customs entry purposes. Chargebacks will apply for discrepant documents.
6. Vendors must be aware that failure to adhere to Beall's commercial documentation requirements will result in delayed payments and/or administrative chargebacks (see Section F for more details).
7. Once shipment is made, **original copies** of Beall's required commercial documents must be submitted directly to Beall's for payment via wire transfer. Documents must be forwarded to Beall's Import Accounting & Compliance Dept.
8. Upon receipt, review, and approval of **accurate** and **complete originals** of Beall's required commercial documents from the vendor, Beall's Import Accounting & Compliance Dept. will remit payment via direct wire transfer per our payment processing schedule below:

Wire transfer payments are scheduled for the 15th and 30th of each calendar month.

Wire transfer cut-off dates are as follows:

- Invoices received during 1-10th calendar day of the month will be paid on the 15th (Please allow 3-5 Business days for receipt).
 - Invoices received during the 11-20th calendar day of the month will be paid on the 30th 15th (Please allow 3-5 Business days for receipt). Any invoice that is received outside of these cut-off windows will be processed in the next available payment cycle.
9. Payments against discrepant documents will be held pending receipt of revised commercial documentation from the vendors. Administrative chargebacks may apply.
 10. **Note: Due to seasonal schedules and/or processing volume, vendors should allow up to an additional 10 business days for their wire payments to be processed and approved as per payment schedule.**

J. CANADIAN SHIPMENTS –

(Note: Canadian shipments CANNOT be booked via TMS)

1. Unless previously agreed to in writing, Beall's is NOT the Importer of Record on any Canadian shipment. Vendor must include their US Customs Broker name and contact information on shipment paperwork. It is required that vendors include their broker details as "Special instructions" on the bill of lading.
2. Vendor must complete a "Canadian Routing Request Form" (See Exhibit II) for truckload shipments consigned to Beall's. Information on completed form is required by our Beall's Import Transportation Dept. to provide the carrier selection for your truckload shipment. Please fax completed "Canadian Routing Request Form" to the Beall's Import Transportation Department at least **48 business hours before the shipment is ready for pick up.**
3. **Beall's Import Transportation Dept. Contact Info:**
Fax: (941) 747-4378
E-mail: importtransportation@beallsinc.com
4. **ALL MERCHANDISE SHIPPED FROM A CANADIAN LOCATION MUST BE CUSTOMS CLEARED AT THE US/CANADIAN BORDER BY THE SHIPPER.**
5. **IT IS THE VENDOR'S RESPONSIBILITY TO PROVIDE ALL SHIPMENT DOCUMENTATION TO THE DRIVER UPON PICK-UP OF THE CARGO.**
6. **Any costs incurred for delays due to shipper not providing commercial documents for/and Customs clearance to the carrier are the responsibility of the vendor.**
7. **ALL TRUCKLOADS MUST BE SEALED WITH A METAL BOLT SEAL WHICH MEETS OR EXCEEDS THE MINIMUM ISO/PAS 17712 SECURITY REQUIREMENTS.**
8. All Canadian shipments are SHIPPER LOAD AND COUNT. Beall's will not authorize driver loads or counts. Please notify us of any changes to this information as soon as possible. Failure to provide accurate information may result in shipping violation penalties. If you have any questions, please contact us before you ship.
9. For any shipment where Beall's is responsible for freight charges/movement of freight from any shipping point outside the US borders, (ex. FOB any point in Canada) vendors are required to clarify shipping/freight payment terms with their Beall's Buyer and get freight payment terms in writing.
10. All requests for Beall's EIN#s for use on Canadian shipments to Beall's must be forwarded to Beall's Import Accounting & Compliance Dept. (See Section M for contact details.)
11. For shipments detained at the border where Beall's incurs carrier downtime charges because of delayed customs clearance due to missing documentation for customs entry; Beall's will chargeback vendor for all charges incurred plus a US\$250.00 administrative fee. (Section F for more details.)

K. IMPORT CARTON MARKING REQUIREMENTS

Note: This supersedes all other carton marking instructions

Carton Marking/Label Requirements

Shipping Mark:

- Inner Carton: Color/Size assortment to be printed on front side of box
- Export Carton: Carton Mark-Front side/back side



Beall's Imports Inc.

PO # _____

Release # _____ of _____

Dept # _____

Style # _____

Color _____

Inner Pack Size Scale _____

_____ = _____

Units Per Master Carton _____

Master Carton # _____ of _____

Country of Origin _____

Destination: Beall's Bradenton, Florida USA 34208

Release # only applies to Li & Fung orders so mark "Release # 1 of 1" when not a Li & Fung order. If goods are not sized, mark "Inner Pack Size Scale N/A".

- Side Mark: (one side only)

G.W. _____

N.W. _____

Measurement: _____

L. PORT OF ENTRY (POE) SHIPMENTS

Note: Beall's will take possession of ALL POE shipments to - from ONLY the Port Of Jacksonville or Port of Tampa, FL.

Beall's will issue a US\$500.00 chargeback to any vendor for the additional dray charges to Beall's DCs for any POE shipments that arrive at the Port of Savannah.

POE containers are full container shipments purchased using "**Delivered Duty Paid**" (**DDP**) **incoterms**. Beall's is **not** the Importer of Record (i.e., Beall's will take possession of the container after the merchandise has cleared U.S. Customs. The vendor is the Importer of Record and is responsible for ensuring all US Customs ISF and entry requirements are met.)

1. General POE Guidelines

Beall's POE Documentation Requirements:

- Proof of ISF Filing# and/or Details
- Copy of Bill of Lading
- Completed C-TPAT 7-Point Container Inspection Form
- Container Worksheet
- CF3461
- Copy of Delivery Order

Note: Delivery order must:

- a) Be made out to: Beall's preferred carrier if terms are POE by port (see below for DO requirements)
- b) Be deliver to: Bradenton/Sarasota, FL
- c) State container # and seal#
- d) List PICK-UP# if container was railed from one port to another

- a. Beall's requires all vendors shipping POE ocean containers to Beall's to complete an Importer Security Filing for each shipment. Beall's reserves the right to request proof that an ISF filing has been completed.
- b. Vendors shipping POE container loads to Beall's are required to complete a "C-TPAT 7-point Container Inspection Form." (See POE Documentation Requirements above for more details) and forward with POE Container worksheet to Beall's Import Transportation Dept. Failure to do so will result in a vendor chargeback. (See Section F for more details.)
- c. Vendors shipping POE containers to Beall's must adhere to Beall's container loading requirements.
- d. Vendor to confirm POE terms with buyer **prior** to shipping.
- e. The POE container must contain only Beall's merchandise. Beall's does not allow commingling of its merchandise with other freight.
- f. All POE containers must be sealed with a high security seal that would require destruction to be removed. All seals must meet or exceed the minimum ISO/PAS 17712 security requirements. See "Beall's C-TPAT Expectations for Agents, Vendors & Manufacturers" or visit the US Customs website at www.cbp.gov for more info on C-TPAT container/seal security.
- g. All POE vendors must complete and forward a Beall's "POE Container Worksheet" for **each** container shipped **within 5 days of vessel departure**. (One container per worksheet.) Failure to complete and forward POE worksheet to Beall's as per this requirement will result in a vendor chargeback and possible delay in delivery to Beall's DC. (See Section F for more details.)
- h. All POE shipments must be via Port of Tampa, FL or Port of Jacksonville, FL. Port of Tampa is Beall's Imports preferred port to expedite delivery. If the shipment cannot be routed via Tampa, then it **must** be routed via Port of Jacksonville, FL. **Beall's will issue a US\$500.00 chargeback to any vendor for the additional dray charges to Beall's DCs for any POE shipments that arrive at the Port of Savannah.**
- i. The buyer must approve any variances to the Purchase Order's ship window or the vendor will be subject to penalty.

- j. Section I (Vendor Contact Info) and Section II (Container Manifest) of Beall's "POE Container Worksheet Manifest" must be **completed within 5 days of vessel sailing** and faxed to Beall's Import Transportation Dept. at (941) 747-4378.
- k. "POE Container Worksheet Manifest" information must be typed for clarity. If there is any missing information, the form will be returned to the vendor for completion. Failure to complete form as required may result in delays in scheduling container delivery.
- l. Section III of the Beall's "POE Container Worksheet Manifest" (Notification of Customs Clearance) **must be completed upon customs clearance** and faxed with a **copy of the completed CF3461 (customs clearance form)** to Beall's Import Transportation Dept. at (941) 747-4378. If there is any missing information in Section III of the "POE Container Worksheet Manifest" – the form will be returned to the vendor for completion. Vendor can obtain a copy of the completed CF3461 from their broker.
- m. Beall's Import Transportation Dept. will not schedule the delivery of any POE container until all of the documentation requirements above are met.
- n. All POE container delivery appointments must be scheduled by Beall's Import Transportation Dept. **ONLY. NO EXCEPTIONS!**
- o. Vendor is responsible for any and all charges (demurrage/storage/exam) up until the cargo clears customs and it has been released from the steamship line for delivery. These charges must be paid by the vendor before Beall's assumes container responsibility.
- p. Beall's must have a minimum of 24 hours to arrange for pickup of the container at the port of entry during normal port operating hours.
- q. If the shipment clears customs on the last free day in port and Beall's carrier cannot pick up the container before the port closes, the vendor is responsible for any demurrage charges which must be paid by the vendor prior to Beall's carrier pickup of the container.
- r. Beall's will schedule delivery container delivery based on container availability (i.e. container has been fully released by: US Customs, any OGA and steamship lines). Vendor is fully responsible for ensuring that the container is fully released and available for pickup. Container clearance and availability information must be visible in the applicable Port system – since this is what Beall's will reference to schedule delivery of the POE container.
- s. Beall's is **ONLY** responsible for the **dray** costs of the POE container. All other charges are the vendors' responsibility (i.e., chassis, lift charges etc.).
- t. **Beall's requires a minimum of 15 free days from the day Beall's picks up the container from the port of entry.** Per Diem charges incurred by Beall's during the required 15 days will be charged back to the vendor plus a USD\$250.00 administrative charge. It is suggested that the vendors' make arrangements to have all other charges billed directly by the dray carrier to the vendor to avoid additional Beall's administrative handling chargebacks.
- u. Should Beall's require more than 15 days out of port, Beall's will assume per-diem charges **from day 16 onward at a maximum rate of \$25.00 per container per day.** The balance of all costs incurred by Beall's is the responsibility of the vendor. To avoid any additional administrative charges, it is strongly recommended that vendors have their steamship line bill them directly for any per diem charges.

2. POE - PORT TO PORT SHIPMENTS (TAMPA, FL or JACKSONVILLE, FL)

- a. Vendor must follow all the instructions regarding the "POE Container Worksheet Manifest" found in the General POE Guidelines noted above.
- b. All POE shipments must be routed via our required ports, Port of Tampa, FL or Port of Jacksonville, FL.

- c. Beall's approved carrier for Port of Tampa is Landstar Gemini (813-248-4701).
- d. Beall's approved carrier for the Port of Jacksonville, FL is RoadOne USA (904-786-7500).
- e. Vendor's broker must forward a DO (delivery order) to Beall's approved carrier (noted above) consigning the container to Beall's Imports, Inc. and the Beall's approved carrier listed above by port. (This releases the container for delivery.)
- f. It is the responsibility of the vendor and/or their ocean carrier to provide a chassis at the time of pick up. Beall's will NOT be responsible for any chassis charges.**
- g. Beall's Import Transportation Dept. will schedule pick up of the container with our carrier on or before the last free day at port (standard free time at port is 5 working days from date of unloading) when the following criteria has been met by the vendor:
 - shipment has cleared customs and CF3461 issued
 - Delivery Order (DO) has been issued and forwarded to appropriate Beall's carrier
 - Section III of the "POE Container Worksheet Manifest" has been completed and faxed to Beall's Import Transportation Dept. at (941) 747-4378.
- h. Beall's requires 24 hours to pick up the container at port. Availability is defined as:
 - container has been unloaded from vessel
 - shipment has cleared Customs and all OGA (other government agencies)
 - all required paperwork has been received by Beall's Import Transportation Dept. and Beall's approved carrier
 - steam ship line has released the container to Beall's preferred carrier/Delivery Order has been forwarded to Beall's preferred carrier.
- i. Vendor is responsible for any additional charges incurred.
- j. Beall's must have a minimum of 24 hours to arrange for pickup of the container at the port of entry during normal port operating hours.
- k. Beall's requires 15 free days out of port (i.e., Beall's will assume per-diem charges from day 16 onward at a **maximum rate of \$25.00 per container per day. The balance of all costs incurred by Beall's is the responsibility of the vendor**).
- l. To avoid any additional administrative charges, it is strongly recommended that the vendor have their steamship line bill them directly for any per diem charges.

3. POE - DOOR-TO-DOOR SHIPMENTS

Door to Door POE's are shipments in which Beall's is **not** the Importer of Record and the vendor is responsible for **all** transportation costs from origin to Beall's Distribution Center (DC).

- a. Vendor must follow all the instructions regarding the "POE Container Worksheet Manifest" in the General POE Guidelines noted above.
- b. Vendor must provide their carrier name and contact information on the "POE Container Worksheet Manifest".
- c. Vendor may use Beall's Preferred Carrier Landstar Gemini for Tampa, FL or RoadOne USA for Jacksonville, FL.
- d. Vendor is responsible for all transportation charges from Port of Unloading to Beall's DC.**
- e. Should vendor choose Beall's carrier, vendors must prearrange billing terms with the Beall's carrier before delivery will be scheduled.**
- f. It is the responsibility of the vendor's chosen carrier to make a delivery appointment with Beall's Import Transportation Dept. by calling 941-744-4768 or 941-744-4507. Carrier must provide container# when

scheduling delivery appointment. Delivery appointments made with any other Beall's department are not valid. They will not be honored and will result in a vendor chargeback if delivery shows up without a valid appointment.

- g. Delivery appointments to our Distribution Center (D.C.) will be scheduled at the first available appointment. **Note: In season, allow up to a 3 week delay in delivery scheduling based on appointment availability at the DC.**
- h. Delivering carrier must be on time. It is highly recommended that the carrier arrive 15 minutes prior to scheduled delivery time.
- i. Beall's reserves the right to refuse late deliveries and reschedule delivery appointments at the vendor's expense.
- j. **Any detention time incurred for live unloads will be the responsibility of the vendor.**
- k. **Carrier to bill the vendor directly for any detention charges.**
- l. **Vendors must load each PO in its entirety before loading the next PO.**
- m. **Each carton must be marked with Beall's PO numbers. Please reference Section K for Beall's carton marking requirements.**

M. BEALL'S IMPORT CONTACTS

PURCHASE ORDER TESTING REQUIREMENTS:

Any questions regarding Beall's Import Testing Requirements must be directed to your Beall's Buyer at 941-747-2355.

IMPORT TRANSPORTATION:

Any questions regarding Import Transportation Booking Requests and "POE Container Worksheets" must be directed to Beall's Import Transportation Department at importtransportation@beallsinc.com. You can also contact us by fax at (941) 747-4378.

C-TPAT COMPLIANCE:

Any questions regarding Beall's C-TPAT Program must be directed to Beall's C-TPAT Coordinator at CTPATCompliance@Beallsinc.com. You can also contact us at (941) 747-2355.

IMPORT PAYMENTS:

Any questions regarding Beall's Import payment requirements and procedures must be directed to Beall's Import Accounting & Compliance Dept. at 941-747-2355.

CUSTOMS COMPLIANCE:

Any questions regarding Beall's Customs Compliance requirements and procedures must be directed to Beall's Import Accounting & Compliance Dept. at 941-747-2355.

IMPORT CHARGEBACKS:

Please direct all questions regarding Beall's Import Chargebacks to Beall's Import Accounting & Compliance Dept. at 941-747-2355. Refer to Section F of the Routing Guide before contacting Beall's.

N. EXHIBITS

Exhibit I: Beall's Air Authorization Form (Page 1 of 2)



BEALL'S IMPORT AIRFREIGHT AUTHORIZATION FORM

It is mandatory for all air shipments to be booked through Beall's Freight Forwarder.

Date: WT / LC#: _____

Buyer Name: _____ Dept#: _____

Phone: _____ Ext: _____

Reason for Air: _____

PO#	Style / Color	Pieces	COMMODITY DESCRIPTION

Must Air By Date: _____

Vendor Name: _____

Vendor Contact: _____

Contact Phone: _____ E-mail: _____

Shipping Point: _____ Country: _____

TERMS AGREED UPON:

VENDOR PAYS: 100% AIR TO BEALL'S DC DIFFERENCE BETWEEN OCEAN AND AIR TO BEALL'S DC

BEALL'S PAYS: 100% AIR OTHER (SPECIFY) _____

Beall's GMM Authorization*: _____ Date: _____

**Signature required for ALL air authorizations.*

Divisional VP Transportation*: _____ Date: _____

**Signature required for ALL air authorizations.*

- 1) Beall's Buyers must email copies of this GMM signed authorization to Import Transportation contacts below:
- 2) NYK Logistics must include copy of this form (as provided by Import Transportation) with booking request.

RICHARD HIGGINS Email: rhiggins@beallsinc.com
 SUSAN MILLER Email: smiller@beallsinc.com

Exhibit I: Beall's Inc - Air Shipment Worksheet (Page 2 of 2)



Canadian Routing Request

Unless previously agreed to in writing, Beall's is **NOT** the Importer of Record on any Canadian shipment. It is the vendor's responsibility to clear the merchandise through US Customs. Vendor must include their Customs Broker name and contact information on shipment paperwork. Beall's recommends that vendors include their broker details as "Special instructions" on the bill of lading.

Beall's Import Transportation Department
 Phone: (941) 744-4507 / Fax: (941) 747-4378
 E-mail: beallsimports@beallsinc.com

The following information is required by our Beall's Transportation Department to provide the carrier selection for your truckload shipment. Please fax this form to the Transportation Department at least **48 hours before this shipment is ready for pick up.**

Date Merchandise is ready for Pick up:

Vendor Name:	<input type="text"/>	Contact Name:	<input type="text"/>
Pickup Address:	<input type="text"/>	City/State/Zip:	<input type="text"/>
Phone Number:	<input type="text"/>	Fax Number:	<input type="text"/>

Total Pallets: Are Pallets Stackable? Yes No

PO Number	Cartons	Pallets by PO	Cubic Feet	Weight
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Total Cartons	<input type="text"/>	Total Pallets	<input type="text"/>	Total Cube	<input type="text"/>	Total Weight	<input type="text"/>
---------------	----------------------	---------------	----------------------	------------	----------------------	--------------	----------------------

The Beall's Transportation Department has determined this shipment qualifies as a:
 Truckload shipment or Less Than Truckload shipment

Comments: Beall's is not the Importer of Record on any Canadian shipment. All merchandise shipped from a Canadian Location must be customs cleared at the US/Canadian border by the shipper. It is the vendor's responsibility to provide all shipment documentation to the driver upon pick up of the cargo.

All shipments are SHIPPER LOAD AND COUNT. Beall's will not authorize driver loads or counts. Please notify us of any changes to this information as soon as possible. Failure to provide accurate information may result in shipping violation penalties. If you have any questions, please contact us before you ship.

ALL TRUCKLOADS MUST BE SEALED WITH A METAL BOLT SEAL.

Instructions: Read Section L of Beall's Outlet International Transportation Routing Guide information and instructions on POE Containers shipments before filling out this form. If you are unsure if this shipment is a POE, contact the buyer before forwarding.

POE CONTAINER WORKSHEET

Section I

Complete upon sailing and fax to Beall's Transportation Department at 941-747-4378.

Please review Beall's POE Guidelines in our International Routing Guide online at www.beallsinc.com. Failure to adhere to our POE requirements will result in vendor chargebacks.

Vendor Name(USA) _____	
1st CONTACT	2ND CONTACT
Contact _____	Contact _____
Phone _____	Phone _____
Fax _____	Fax _____
E-mail _____	E-mail _____
CONTAINER # _____	ISF# & DATE: _____
SEAL# _____	ISF DETAILS ATTACHED: <input type="checkbox"/> Yes <input type="checkbox"/> No
VENDORS MUST COMPLETE & SUBMIT A C-TPAT 7 POINT CONTAINER INSPECTION FORM <input type="checkbox"/> C-TPAT 7 Point Inspection Form	

Section II (Container Manifest) is on the next page and must be attached.

SECTION III

Section III. (Complete upon clearance and fax this form and a copy of the 3461 to Beall's Transportation Department at 941-747-4378.

Actual Arrival Date _____	Date of Clearance _____
Last Free Day in Port _____ (Standard is 5 days in port from the date of unloading)	
Date CF3461 Faxed to Beall's _____	Clearance Pick Up # for Railed containers _____
Address Location of Railed Container _____	
Broker _____	Phone _____ Contact _____
FREE OF CHARGES FROM THE PORT PICK UP DATE. BEALL'S WILL ONLY PAY \$25.00 PER DIEM PER DAY AFTER DAY 15. ANY BALANCE IS THE RESPONSIBILITY OF THE VENDOR. TO AVOID ADDITIONAL ADMINISTRATIVE FEES, IT IS SUGGESTED THE VENDOR IS BILLED DIRECTLY BY THEIR STEAMSHIPLINE. IF THIS IS A DOOR TO DOOR MOVE, ANY DETENTION CHARGES INCURRED IS THE VENDOR'S RESPONSIBILITY.	
Acknowledged by _____	Signed by _____ Date _____
Vendor Name	



Beall's Import Vendor Container 7-Point Inspection Form

To be completed by factory where the container is physically stuffed and inspected. Applicable for vendors shipping full container loads ONLY!

Failure to complete and include this form with commercial documents will result in delayed payments and/or administrative charge-backs.



Date:	<input type="text"/>	Load Type:	<input type="checkbox"/> CY/CY	LC / WT#	<input type="text"/>
Container#:	<input type="text"/>	Seal#	<input type="text"/>	Total Cartons	<input type="text"/>

Vendor / Actual Manufacturer (Full Name & Address)	Container Stuffing Location (Full name & Address)
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Consigned To:

<input type="checkbox"/> Beall's Imports, Inc.	<input type="checkbox"/> Beall's Outlet Stores, Inc.
1806 38 th Avenue East	2100 47 th Terrace East
Bradenton, FL 34208	Bradenton, FL 34203

Vendor Import Container 7-Point Inspection Report

1	Outside / Undercarriage	2	Inside / Outside Doors
<input type="checkbox"/>	Check for structural damage (dents, holes, repairs)	<input type="checkbox"/>	Ensure locks are secure and reliable
<input type="checkbox"/>	Support beams are visible	<input type="checkbox"/>	Check for loose bolts
<input type="checkbox"/>	Ensure no foreign objects are mounted on container	<input type="checkbox"/>	Ensure hinges are secure and reliable
3	Right Side	4	Left Side
<input type="checkbox"/>	Look for unusual repairs to structural beams	<input type="checkbox"/>	Look for unusual repairs to structural beams
<input type="checkbox"/>	Repairs to the inside wall must be visible on the outside too and vice versa	<input type="checkbox"/>	Repairs to the inside wall must be visible on the outside too and vice versa
5	Front Wall	6	Ceiling / Roof
<input type="checkbox"/>	Front wall should be made of corrugated material	<input type="checkbox"/>	Ensure support beams are visible
<input type="checkbox"/>	Interior blocks are visible and not false. Absent or cardboard blocks are not normal	<input type="checkbox"/>	Ensure ventilation holes are visible. They should not be covered or absent
<input type="checkbox"/>	Ensure vents are visible.	<input type="checkbox"/>	Ensure no foreign objects are mounted to the container
7	Floor	8	Seal Verification
<input type="checkbox"/>	Ensure floor of container is flat.	<input type="checkbox"/>	Seal properly affixed
<input type="checkbox"/>	Ensure floor is of uniform height.	<input type="checkbox"/>	Seal meets or exceeds PAS ISO 17712
<input type="checkbox"/>	Look for unusual repairs to the floor	<input type="checkbox"/>	Ensure seal is not broken/damaged

I have visually inspected and verified, to the best of my ability, the condition of the container noted above. I confirm that the container is structurally sound, weather tight, has no false compartments, and the locking mechanisms are in good order and show no visible signs of being tampered with.

Inspected By: <input type="text"/>	Date: <input type="text"/>
Seal Affixed & Verified By: <input type="text"/>	Date: <input type="text"/>

Authorized Signature / Company Stamp & Seal:

Copy of completed form to be included with paperwork presented with the cargo to Beall's approved Freight Forwarder at origin for Customs entry purposes. Original to be included with payment paperwork to Beall's Import Accounting & Compliance Department or to the Beall's LC issuing bank.

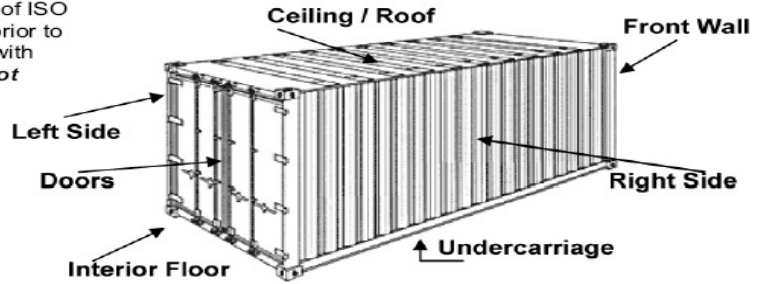
Exhibit V: C-TPAT Ocean Container 7-Point Security Inspection Guide

Note: Ocean Container 7-Point Security Inspection Guidelines below are provided compliments of Sealock Security Systems. Visit them at www.sealock.com

7-Point Ocean Container Security Inspection Guide

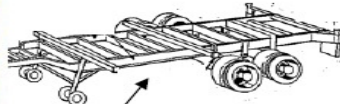
Conduct 7-point interior and exterior inspection of ISO ocean container to verify the physical integrity prior to loading. Document container results and keep with shipping records. **Reject containers that do not pass the 7-Point Inspection criteria.**

i Reference back for additional inspection criteria information.



Outside and Undercarriage

Before allowing the container to enter the facility, inspect undercarriage and outside of container. Use a mirror to access hard-to-see areas.



i Undercarriage support beams should be visible; solid plates should not cover the beams.

Left and Right Sides

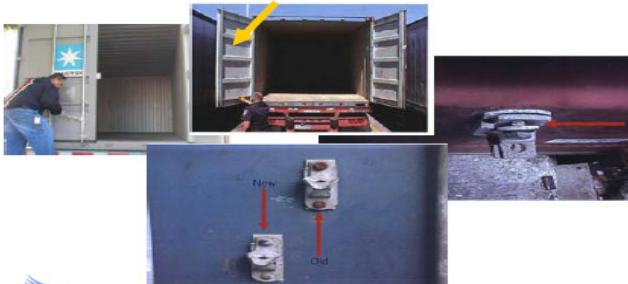
Inspect internal and external surfaces, including structural beams. Use a tool to tap side walls – listen and feel for hollow, metal sound. All walls, ceiling, and doors should be metal.



i Any repairs on the inside must be also visible on the outside. Blocks and vents (9 holes) inside container must be visible and appropriately spaced (see above picture).

Doors – Outside and Inside

Ensure locking mechanisms are secure and in good working order. There should be ribs on the interior sides of each door; solid plates should not cover standard interior door cavities.



i Look for different color bonding material, loose bolts, new and worn metals on same device. Doors should seal completely when closed.

Front Wall

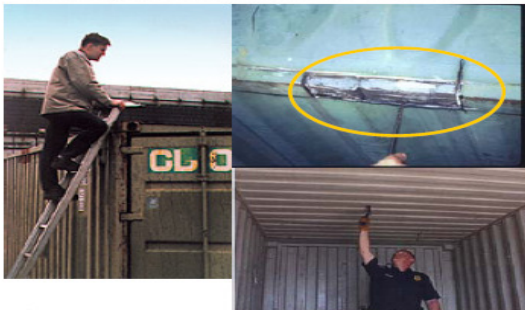
Inspect front wall, making sure vents and blocks are visible and appropriately spaced. Measure interior and exterior with a tape measure, range finder or string. Container should be exact to specifications.



i Look for different wall colors and blocks that are too close to the vents. Use a tool to tap front wall – you should hear a hollow, metal sound.

Ceiling & Roof

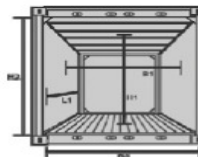
Inspect external roof and internal ceiling, including structural beams. Use tool to tap – you should hear a metal, hollow sound. If unable to see roof of container, use ladder or a mirror attached to a pole.



i Any weld repairs on the inside must be also be visible on the outside. Watch for unusual welding or repair on support beams. False compartments are common in ceilings, beams, floors, doors, and the front wall.

Interior Floor

Inspect floor for unusual repairs. Floor should be flat and one height. Measure floor to ceiling with a tape measure, range finder or piece of wood. Container should be exact to specifications.



i You should not need to step up from edge of container to get inside; there should be no steps or raised platforms inside container.



Exhibit VI: C-TPAT Ocean Container Defect Reference Guide

Note: Ocean Container Defect Reference Guide below provided compliments of Sealock Security Systems. Visit them at www.sealock.com

Ocean Container Defect Reference Guide

Every precaution should be taken to ensure proper inspections. Use your experience and judgment when inspecting ocean containers (ISO standard) to determine whether or not they are suitable for shipments. *Please note that graffiti or inappropriate messaging on the interior of containers is not acceptable.*

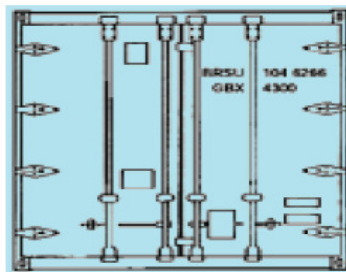
Minor to moderate blemishes and damage are acceptable and considered normal. Look for structural defects that jeopardize the safety and security of people loading and unloading containers and those that compromise the integrity of the products being transported (see example photographs below):

- Significantly bent / bowed posts, support beams or broken welds
- Door hardware in poor condition or working order that prevents seal and locking integrity
- Holes that allow light or external weather conditions into container
- Infestation, mold or residual cargo debris / dirt
- Condensation / standing water or wet floors
- Persistent odor or physical reaction such as watering eyes or coughing
- Defaced container markings or interior graffiti / inappropriate messaging

Please note that Illegal contraband can be stored in modified pallets, hidden within products or among boxes and can also simply be added to a shipment in a box, bag or other receptacle.



Cargo container doors should seal completely and securely when shut. The container should be light-tight, which will also prevent entry of any external elements into the container while in transit. To ensure a satisfactory light-tight seal, you can conduct a light test by observing the seal performance from inside a closed container. In addition, all door locking hardware (hasps, hinges, handles, bars, bolts, etc.) must be tested and be in good working order (see below diagram).



When contracting with third party trucking companies to transport cargo, you must ensure that those organizations also inspect ocean containers and the vehicles (truck / tractor trailer) prior to delivering equipment to you. Please access the below link to the U.S. Customs & Border Protection website for a complete list of inspection criteria for truck / tractor trailers.

http://www.customs.gov/xp/cgov/import/commercial_enforcement/ctpat/security_criteria/hwy_carrier_criteria/hwy_carrier_criteria.xml

Source: International Chamber of Shipping and Institute of International Container Lessors, Ltd.



DEPARTMENT OF HOMELAND SECURITY
U.S. Customs and Border Protection

Form Approved
OMB No. 1651-0024
Exp. 01-31-2012

ENTRY/IMMEDIATE DELIVERY

19 CFR 142.3, 142.16, 142.22, 142.24

1. ARRIVAL DATE		2. ELECTED ENTRY DATE		3. ENTRY TYPE CODE/NAME		4. ENTRY NUMBER	
5. PORT		6. SINGLE TRANS. BOND		7. BROKER/IMPORTER FILE NUMBER			
		8. CONSIGNEE NUMBER				9. IMPORTER NUMBER	
10. ULTIMATE CONSIGNEE NAME				11. IMPORTER OF RECORD NAME			
12. CARRIER CODE		13. VOYAGE/FLIGHT/TRIP		14. LOCATION OF GOODS-CODE(S)/NAME(S)			
15. VESSEL CODE/NAME							
16. U.S. PORT OF UNLADING		17. MANIFEST NUMBER		18. G.O. NUMBER		19. TOTAL VALUE	
20. DESCRIPTION OF MERCHANDISE							
21. IT/BL/AWB CODE		22. IT/BL/AWB NO.		23. MANIFEST QUANTITY		24. H.S. NUMBER	
						25. COUNTRY OF ORIGIN	
						26. MANUFACTURER NO.	

27. CERTIFICATION

I hereby make application for entry/immediate delivery. I certify that the above information is accurate, the bond is sufficient, valid, and current, and that all requirements of 19 CFR Part 142 have been met.

SIGNATURE OF APPLICANT

X

PHONE NO.

DATE

29. BROKER OR OTHER GOVT. AGENCY USE

28. CBP USE ONLY

OTHER AGENCY ACTION REQUIRED, NAMELY:

CBP EXAMINATION REQUIRED.

ENTRY REJECTED, BECAUSE:

DELIVERY AUTHORIZED:

SIGNATURE

DATE

PAPERWORK REDUCTION ACT NOTICE: This information is to determine the admissibility of imports into the United States and to provide the necessary information for the examination of the cargo and to establish the liability for payment of duties and taxes. Your response is necessary. The estimated average burden associated with this collection of information is 15 minutes per respondent depending on individual circumstances. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to U.S. Customs and Border Protection, Asset Management, Washington, DC 20229, and to the Office of Management and Budget, Paperwork Reduction Project (1651-0024), Washington, DC 20503.

CBP Form 3461 (01/09)

Exhibit VIII: Sample FCR (Showing Ship to & Notify Parties)

FORWARDER'S CARGO RECEIPT No. BEA-YAT-1300080



Maker/Supplier:		Maker/Supplier's Invoice No. PI131001
Buyer/Consignee:	BEALL'S IMPORTS, INC.	Dated: October 16, 2013
Shipment From:	YANTIAN To: BRADENTON, FL	Date of Receipt of Cargo October 12, 2013

Marks & Nos.	Nos. of Pkgs	Supplier's description of goods	Measurement (cbm)	Weight (kgs.)
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PLEASE REFER TO ATTACHED SHEET(S).

NOTIFY PARTY: BEALL'S INC.
700 13TH AVENUE EAST-ATTN: IAC DEPT
BRADENTON, FL 34208 (USA)
TEL: 941-744-4834 FAX: 941-708-4342
EMAIL: ISP@BEALLSINC.COM

ALSO NOTIFY: YUSEN LOGISTICS (AMERICAS), INC. NVOCC AND
CHE DIVISION
691 AIRPORT SOUTH PARKWAY, COLLEGE
PARK, GA 30349 CONTACT: CHE MANAGER
TEL: 770-909-1460 FAX: 901-334-0300
YUSAL-IMPBUS.YUSEN-LOGISTICS.COM

CY-CY

8,501 CARTONS 168.600 CBM 24,716.820 KGS

TOTAL : EIGHT THOUSAND FIVE HUNDRED ONE (8,501) CARTONS ONLY

SHIPMENT PER S.S. "MSC MARTINA" VOY NO. U0346A
SAILING ON/ABT October 15, 2013.

THIS IS NOT A DOCUMENT OF TITLE

NON-NEGOTIABLE
COPY

In accordance with instructions from the buyer, We have received the following documents. **October 18, 2013** ORIGINAL COPY
AS PER BENEFICIARY COMMERCIAL DOCUMENTATION CHECKLIST

FREIGHT COLLECT

YANTIAN October 18, 2013

(Place and date of issue)

YUSEN LOGISTICS (HONG KONG) LIMITED