DILLARD'S LOGISTICS ROUTING GUIDE CHANGE SUMMARY

Effective February 2, 2012

ALL NEW ROUTING GUIDE!!!! Please review for changes.

On February 2, 2012, Dillard's will be implementing a new Transportation Management System. Once it is implemented the following new requirements will be incorporated.

- All Dillard's shipments (except Small Package) must be submitted for routing through a vendor portal.
- The portal will be incorporated into our ebiz.dillards.com website.
- All vendors will be required to obtain a username and password in order to access ebiz.dillards.com
 - o Contact ebiz.support@dillards.com to request username/password
- Routing request must be made 48 hours prior to order ready to ship date.
- Once the shipment has been routed you will be given a load ID. This load ID must be entered in the Special Instructions section on the bill of lading.

Effective December 1, 2011

• No Change

Dillard's

Corporate Logistics Routing Guide February 2, 2012

(Next Update June 1, 2012)

Table of Contents

General Information

Shipments from Canada and Mexico
FedEx SCAC Information
Dillard's Preferred Carrier SCAC's
Dillard's Consolidation Information & Carton Marking
(Also see Vendor Information Guide, Carton Marking-Section XII)
Dimensional Weight Calculation
Cubic Feet Calculation

Section 1 Furniture or Fixture Shipments

Section 2 General Merchandise Shipments

(Including Canada)

Section 3 Directory

Corporate Logistics Distribution Centers

General Information

Shipping information and requirements are located in Section XI of the Vendor Information & Implementation Guide which can be found on Dillard's extranet site (**ebiz.dillards.com**).

Any questions pertaining to the VICS bill of lading please refer to Section XI of the Vendor Information & Implementation Guide found on Dillard's ebiz site. We also recommend you review the VICS Standard Bill of Lading guidelines available at http://www.vics.org/guidelines/bol/

If a carrier misses a scheduled pick up, it is the vendor's responsibility to notify Dillard's Corporate Logistics at tms.routing@dillards.com immediately.

It is very critical the Dillard's TMS Load ID Number assigned to the shipment be listed in the Special Instructions section of the bill of lading. Failure to list the TMS Load ID Number will result in a chargeback.

Any questions pertaining to the ASN or other EDI related issues please refer to the Dillard's Vendor Information & Implementation Guide found on Dillard's ebiz site or contact <u>vendor.relations@dillards.com</u>.

Shipments from Canada and Mexico

Vendor is responsible for U.S. Customs clearance and all duty payments

FedEx SCAC Information

Dillard's is currently using several of the FedEx operating companies. It is therefore important for our vendors to be familiar with the different companies and contact the correct carrier. Hopefully the following list will help but if you have questions please feel free to contact the Corporate Logistics Department at traffic.office@dillards.com.

FedEx Express (FEDX) – Parcel express service (one and two day express packages)
FedEx Ground (FDEG) – Parcel ground service – shipments less than 151 lbs and less than 16 cartons

FedEx Freight-Priority (FXFE) –LTL truck with priority service FedEx Freight-Economy (FXNL) – LTL truck with economy service

Dillard's Preferred Carriers

SCAC – Carrier Code Information

BGMI - Beltman

CDNK - Celedon Trucking
EPES - Epes Transport
FEDX - FedEx Express Air
FXFE - FedEx Freight Priority

FDEG - FedEx Ground

FXNL - FedEx Freight Economy FWCC - Fort Worth Carrier LKAM - Linkamerica

NOAM - North American Van
PAMT - Pam Transportation
SAIA - SAIA Motor Lines

SBFE - Sunbelt Furniture Xpress SWFT - Swift Transportation

TCAM - Transport Corp of America

UVLN - United Van Lines

USXI - US Xpress USIT - USA Truck WDFE - Woodfield

Dillard's Consolidators

National Distribution Center Warehouse (NDCW)

6725 Kimball Ave Chino, CA 91708

Customer Service Phone: 909-606-2772 Customer Service Fax: 909-606-4161

Customer Service email: dillardswc@nfiindustries.com

Carton labels when shipping to a Third Party Consolidator (3PL) Ship to = Dillard's final destination DC number and the DC address

TI Logistics (TGIR)

9 South Hackensack Ave. Building #43 Kearny, NJ 07032

Customer Service Phone: 201-299-3910 Prompt #6

Customer Service Fax: 201-299-3548

Customer Service email: customer_service@thetrianglegroup.com

Joan Caputo, Acct. Exec. 201-299-3910 ext. 109

Carton labels when shipping to a Third Party Consolidator (3PL) Ship to = Dillard's final destination DC number and the DC address

The freight terms for all wearing apparel shipped from the NY/NJ commercial zone are F.O.B. consolidator. Therefore, it is the vendor's responsibility to arrange and pay for the delivery to TI Logistics.

Dillard's Consolidation-0031

1315 Peach Orchard Road Salisbury, NC 28146

Carton labels when shipping to Dillard's DC Consolidation Center: Ship to = Dillard's final destination DC number and the Dillard's Consolidation Center address

Example
Dillard's, Inc. (DC #002X)
1315 Peach Orchard Road
Salisbury, NC 28146

Dillard's/National Distribution Center Pick-Up Manifest

Vendor:		Pick up Date:		
Address:				
City:				
ST:	Zip code:			
Phone:				
Contact Name:				
Dillard's Load #:				
Destination	BOL Number	Dillard's Shipment ID#	Cartons	Weight
0021-Salisbury, NC				
0022-Valdosta, GA				
0023-Olathe, KS				
0024-Mabelvale, AR				
0027-Fort Worth, TX				
0029-Gilbert, AZ				
		TOTAL		

This manifest must be used when multiple Dillard's shipments are shipped on the same day. Present this manifest along with the individual bills of lading to the pick-up driver.

Dimensional Weight Calculation

When calculating total shipment weight for parcel shipments you must use dimensional weight or actual weight **whichever is greater**. Use the following to calculate dimensional weight:

- Determine the volume of each carton by multiplying the length -x- width -x- height in inches Volume = $(L \times W \times H)$
- If the resulting cube is less than 5,184 the package will not be subject to dimensional weight therefore the actual weight will be used to calculate shipment weight.
- If the resulting cube exceeds 5,184 cubic inches (3 cubic feet) divide the cubic inches by 166. This will determine the dimensional or billable weight used by the parcel carrier to determine package charges.

Example:

A shipment consists of 10 cartons. 5 cartons measure 18" x 22" x 26" and weigh 15 pounds each and 5 cartons measure 16" x 16" x 12" and weigh 8 pounds each.

Total actual weight of the shipment

```
5 cartons x 15 lbs = 75 lbs
5 cartons x 8 lbs = 40 lbs
Total weight = 115 lbs
```

Total dimensional weight (billable weight of the shipment)

```
18"x22"x 26" = 10,296 / 166 = 62.02 lbs which rounds up to 63 lbs x 5 ctn. = 315 lbs 16"x16"x12" = 3,072 which is less than 3 cubic feet therefore use actual weight of 8 lbs x 5 ctn. = 40 lbs
```

The total billable weight of the shipment will be 355 lbs which exceeds the maximum weight for a parcel shipment. Therefore the shipment must go LTL.

Cubic Feet Calculation

You may use the example tables below for assistance when determining the cubic feet you are attempting to ship:

Pallets

Number of Pallets (48 x 48)	Cubic Feet Used	Linear Feet Used	% of Trailer To Be Used
4	500	8	15%
8	1,000	16	31%
12	1,500	24	46%
16	2,000	32	62%
20	2,500	40	77%
26	3,250	52	100%

One pallet (single stacked) equals 125 cubic feet

Loose Cartons

Cubic Feet Used	Linear Feet Used	% of Trailer To Be Used
310	5	9
930	15	28
1,550	25	47
2,170	35	66
2,790	45	85
3,286	53	100

One linear foot of trailer space equals 62 cubic feet Example: a 53 (linear foot) trailer = approximately 3,300 cubic feet & 100% capacity

Section 1

Furniture or Fixture Shipments

FURNITURE:

Blanket wrapped furniture shipments should be routed by calling 501-455-6685.

If shipping cartons or pad wrapped, see I and II below.

Furniture shipments that are over 5,000 lbs or 1,000 cubic feet must be submitted through TMS.

FIXTURES:

Blanket wrapped fixture shipments should be routed by calling 501-455-6685.

If shipping cartons or pad wrapped see I below.

Fixture shipments in cartons that can be shipped via common carrier should be entered into the TMS for routing instructions.

I. Shipments less than 151 lbs. AND less than 16 cartons ship direct to the destination:

FedEx Ground (FDEG) (If carton size permits) Contact FedEx Ground by telephoning (866)883-9290

When calculating total shipment weight for parcel shipments use the greater of either the dimensional or actual weight.

Parcel shipments should not include cartons that exceed 130 inches in length and girth. The length and girth of a package is (length) plus (two times the height) plus (two times the width).

All parcel shipments must be shipped collect using FedEx ground. We will not accept prepay and add. Freight charges cannot be added to an invoice.

II. <u>Furniture shipments greater than 150 lbs. OR greater than 15 cartons but less than or equal to 5,000 lbs. or 1,000 cubic feet (per D.C.); use the following matrix:</u>

FROM:	
NC	SBFE
VA	SBFE
OTHER	Follow TMS Routing
	Instructions

Section 2

General Merchandise Shipments

I. Shipments less than 151 pounds AND less than 16 cartons will ship:

FEDEX Ground Collect (FDEG) do not mark "Bill Recipient" Contact FedEx Ground – 866-883-9290

When calculating total shipment weight for parcel shipments, use the greater of either actual or dimensional weight. Parcel shipments should not include cartons that exceed 130 inches in length and girth.

Dillard's does not accept prepay and add. Freight charges cannot be added to your invoice.

II. Shipments greater than 150 pounds or greater than 15 cartons submit for routing:

All shipments greater than 150 pounds or greater than 15 cartons must be submitted for routing using the Dillard's TMS Routing Request Portal.

ALL SHIPMENTS MUST BE SUBMITTED 2 BUSINESS DAYS PRIOR TO SCHEDULED SHIP DATE

Access to the TMS application is available via Dillard's ebiz.dillards.com site using your secure ebiz \$userid. If you do not currently have a secure \$userid for eBiz contact your internal eBiz Administrator to obtain one. If you do not know who your internal administrator is contact ebiz.support@dillards.com. Once logged into eBiz, select TMS Routing Request from the Start Here drop down menu.

Documentation on the TMS Routing Request is available by selecting Vendor Docs/Guides from the Start Here drop down menu, then select Vendor Information from the Venddocs drop down menu.

Corporate Logistics Directory Fax Number 501-210-9552

General Questions <u>traffic.office@dillards.com</u>	501-455-6635
TMS Routing tms.routing@dillards.com	501-455-6620
Furniture or Fixtures - Blanket Wrapped traffic.office@dillards.com	501-455-6685
Director Fred Anderson fred.anderson@dillards.com	501-455-6404
Manager - LTL Operations/Cargo Claims Debby Anthony debby.anthony@dillards.com	817-831-5102 817-831-5273 Fax
Manager - TMS Routing/Freight Audit Rhonda Burkhalter rhonda.burkhalter@dillards.com	501-455-6631
Manager – Imports & POE/DC Bypass Amanda Cadorette amanda.cadorette@dillards.com	501-455-7733
Manager - Small Parcel Shelly Robeaux shelly.robeaux@dillards.com	501-455-6463
Manager – TL/Consol/Transportation Chargebacks Tim Walker tim.walker@dillards.com	501-455-6696

Distribution Center - Directory

#021 Dillard's, Inc 1315 Peach Orchard Road Salisbury, NC 28146

Bill Shelton Frances Harkey Distribution Center Manager Traffic Coordinator & Refusal Mgr. (704)630-4783

(704)630-4710 Fax (704)630-4783

(704)630-4711

Refusal

(704)630-4830 Fax

#022

Dillard's, Inc

800 Gil Harbin Industrial Valdosta, GA 31601

John Russ Diann Jenkins

Distribution Center Manager **Traffic Coordinator**

(229) 249-6411 (229) 249-6436

Medora Lawson

Refusal Manager

(229) 249-6434 Fax (229) 249-6479

(229) 249-6475 Fax

#023

Dillard's, Inc 700 E 151 Street Olathe, KS 66062

Pete Saule Billie Eccardt Distribution Center Manager Traffic Coordinator & Refusal Mgr (913) 791-6425

(913) 791-6411 (913) 791-6410 Fax

#024

Dillard's, Inc

11701 Otter Creek Road South

Mabelvale, AR 72103

John Paul Patti Mosley Distribution Center Manager Traffic Coordinator & Refusal Mgr

(501) 455-6421 (501) 455-6436 (501) 210-9636 Fax

<u>Distribution Center – Directory (continued)</u>

#027

Dillard's, Inc

4501 N Beach Street Fort Worth, TX 76137

Tony Arnold Sylvia Meyer Distribution Center Manager (817) 831-5228 Traffic Coordinator & Refusal Mgr. (817) 831-5375

(817) 831-5273 Fax

Refusal (817) 831-5314

(817) 831-5494 Fax

#029

Dillard's, Inc

396 N William Dillard Drive Bldg. D

Gilbert, AZ 85233

Brian Mandelbaum Distribution Center Manager (480) 545-6411
Nancy Howard Traffic Coordinator (480) 545-6414
(480) 545-6418 Fax
Karen Fasnacht Refusal Manager (480) 545-6456
(480) 545-6409 Fax