

# VINCE.

900 N CAHUENGA BLVD, LOS ANGELES, CALIFORNIA 90038 TEL 323.761.6010

## Logistics Service Provider & Booking Procedures

V Opco, LLC, formerly known as Vince, LLC, (“V Opco”) nominated 3rd Party Logistics Service Provider is Hecny Transportation. Suppliers must submit all bookings through Hecny’s Purchase Order Management System (POM) at least two (2) weeks prior to the PO ship date in order to secure space and equipment.

**The booking request should include the following information: V Opco PO number(s), style number(s), quantities, shipping mode, shipment type (GOH or flat pack), equipment type & size, cargo ready date, carton quantity, carton or garment dimensions (if GOH), and/or volume.**

**\*\*\*Special Booking Instructions for Bulk POs (Excluding Pillow Covers) Shipping to U.S.A.\*\*\***

- *Booking must state airport/port of arrival as Los Angeles (LAX) or Long Beach (LGB).*
- *Suppliers must submit separate bookings simultaneously on the same day for each “SHIP TO” location (Whiplash/Neiman Marcus/Nordstrom) for POs with the same cargo ready date. Supplier must handover cargo for all separate bookings on the same day.*
- *Regardless the final “SHIP TO” location, all POs shipping to U.S.A. must be consigned to V Opco, LLC.*

For more information regarding shipping procedures and documentation required please refer to the V Opco Logistics Manual at: <http://vinesupplierportal.vince.com/>

Please contact the V Opco Logistics Team if you have any questions.

Key Contacts:

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