


To our valued Supplier Partners:

As we move forward with multiple shipping initiatives, it is more important than ever that each Supplier carefully watch the Vince product through production and the packing and shipping process. As we shift our quality review back to your final inspection point, the packing accuracy becomes just as crucial. Carton markings, documents, documentation, and unit counts must be checked to verify that they meet our shipping guidelines. The most current guidelines are available on our supply portal at: [PLG Receiving Notification Instructions](#) and [Distribution Vendor Compliance Standards](#)

Failure to meet these requirements will now be very costly to Vince through customer chargebacks. With that said, please note that we are resetting our packing chargebacks to a minimum of \$500.00 per occurrence / per PO. If our costs go beyond the \$500.00 minimum, then the chargeback will be increased accordingly. This change takes effect as of May 1st, 2018. Please ensure that your processes support our initiatives.

Regards,

Mark Engebretson



VINCE.

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