



Meijer Market Format Supplier Guide

Summary

In this Meijer Market Format Supplier Guide (the “Guide”), Meijer Market Format (hereafter referred to as “Meijer”) provides you (“Suppliers”) with a high-level overview of how we engage our business partners. The intent of this Guide is not to provide detailed procedures but make you aware of our general business principles. This Guide also references several other Meijer business documents that are available on <https://vendornet.meijer.com/> (the “VendorNet”). If you have questions involving the content in this Guide or VendorNet, please reach out to your Meijer business point of contact.

General Policies

1. Code of Conduct

Meijer is committed to conducting business in a responsible and ethical manner. We expect you to embrace our philosophy and we have established a Supplier Code of Conduct which outlines our expectations.

To read our Supplier Code of Conduct please visit [VendorNet>Home Page>Vendor Documents >Supplier Code of Conduct](#).

If you become aware of a situation that might conflict with this policy, you should contact our anonymous Meijer Compliance Hotline at 1-888-691-0779.

2. Gratuities Policy

Our customers are best served when Meijer has a fair and competitive relationship with all Suppliers. Meijer avoids any interactions which create a perception that favorable treatment was sought, received or given in exchange for personal business courtesies.

To read our Gratuities Policy please visit [VendorNet>Home Page> Vendor Documents >Gratuities Policy](#).

3. Expense Reimbursement Policy

You may not charge Meijer for travel expenses, unless expressly agreed to by Meijer in writing and only to the extent such expenses comply with Meijer’s Expense Reimbursement Policy.

To read our Expense Reimbursement Policy please visit [VendorNet>Home Page> Vendor Documents >Expense Reimbursement Policy](#).

4. Universal Product Codes

Supplier can obtain UPC’s through GS1 (<https://www.gs1.org/>) and is preferred that you obtain your own UPC codes.

Meijer may provide you with Universal Product Codes (UPCs) for products supplied by you for sale in a Meijer store. UPCs supplied by Meijer will be used solely for products to be sold in a Meijer store and you will discontinue use of Meijer supplied UPCs upon the conclusion of our business relationship.

Legal Agreements

1. General Terms and Conditions

The Terms and Conditions (GTCs) is an agreement that details the general terms and conditions for all Suppliers working with Meijer. All Meijer Suppliers must agree to the GTCs (which may be updated from time-to-time) and your submission of a bid or quotation to Meijer constitutes acknowledgement and consent to all provisions contained in the GTCs. Including any type of confidential and proprietary information, trade secrets and other nonpublic business information.

2. Additional Supplier Guides

Meijer maintains various additional guides in the VendorNet (the "Supplier Guides"), which contain more specific terms related to logistics, order placement, product requirements, and various compliance processes and procedures. These Supplier Guides are incorporated into the MTC and establish additional contractual terms.

3. Business Terms

Pricing, shipping, payment, non-saleable product, allowance and other variable business terms (the "Business Terms") in VendorNet will contractually bind the parties and supplement the GTCs. These Business Terms may be amended through VendorNet. Once any new Business Terms have been properly updated and accepted by both parties, the new Business Terms will govern our relationship.

Supplier Selection

1. Assessment

Meijer is committed to supplying our customers with the best products at the highest value and quality. We will evaluate you based on many factors and will request information from you to help understand your capabilities to be a successful partner. Meijer will evaluate a potential partnership based on many factors, including cost competitiveness, product quality, open communication, timely service, market knowledge, financial stability, production capabilities, logistics, inventory, and flexibility.

Lastly, you will need to fully cooperate throughout Meijer's legal and compliance process, which may include completing a questionnaire, submitting your business registration, and registering and working with Meijer's third party due diligence providers to validate your information.

2. Product Approval & Quality

All Suppliers are obligated to provide products which meet Meijer's safety and quality standards. These standards will be communicated at the onset of each RFQ and specifically outline the facility, product, packaging and labeling requirements, expected substantiation, and review requirements. Third party inline reviews and final inspections during production are also required for all products. Reviews are to be arranged by you using Meijer approved third-party auditors.

Testing requirements will vary depending on the product type and may be conducted in a certified lab, unless prior arrangements have been made and approved by Meijer's quality and regulatory team. The Consumer Product Safety Commission ("CPSC") required certificate of compliance may be requested at any time for certain products.

3. Recalls

If products supplied by you require a recall contact the Store Director for your Market Format store. If you cannot reach the Store Director e-mail recall@meijer.com. We request that you notify Meijer as soon as possible in the event one of your products is recalled.

Onboarding

1. Onboarding

If selected to be a Meijer Supplier, you will be granted access to VendorNet and other internet based systems that will facilitate your onboarding with Meijer and the ability to exchange information and data and manage our relationship.

2. Invoicing

Meijer's standard payment terms are 2% 30, net 90. Many product categories, by the nature of the industry, may require longer or shorter payment terms. These Business Terms will be established at set up and can be modified through the VendorNet. Meijer will work with you to ensure appropriate payment terms are in place. Invoices must be submitted by either EDI or Web Invoice on VendorNet, or if method of delivery is DSD, then store will maintain a copy of the invoice. Methods of payment against invoices include electronic funds transfer, letter of credit, or pay by check.

2. Delivery Methods

Meijer will generate a purchase order that will authorize the shipment of goods at the price and terms noted on a purchase order with the following options:

- i. Direct Store Delivery (DSD)– Meijer stores generate the purchase orders and product is shipped to each store;
- ii. Single Location – Used when product will be shipped to a specific Meijer location;
- iii. Multiple Locations – Used when shipping to multiple Meijer locations;
- iv. Cross Dock – Used when shipping to a Meijer distribution facility and packing and labeling the orders by Market Format store; and

[End]