WAL-MART STORES, INC.
SUPPLIER GLOBAL
SHIPPING CASE REQUIREMENTS
FOR DIRECT IMPORTS

NOTE: This document provides requirements specific to master shipping cases (also called "supplier packs" or "vendor packs") and inner packs (also called "warehouse packs") for direct imports to Walmart's various retail divisions. For internal operations or compliance with origin country laws, the supplier can print additional markings as long as they do not conflict with Walmart's required markings.

NOTE: Unless viewed online, this might not be the latest version.

For questions regarding direct import shipping cases (except Sam's Club Puerto Rico & USA), please contact:

For orders sourced by Li and Fung's Direct Sourcing Group (DSG):
Helen Chung at +852 2300 3082

or

For non-DSG orders, and calling from the Americas, western Europe or western Africa:
Ret Miles at 1 (479) 277-0299

or

For non-DSG orders, and calling from anywhere else:
Emy Zhao at +86 (755) 8221-8683

For questions regarding Sam's Club Puerto Rico and USA cases, please contact:
Michelle Laffler at 1 (479) 277-8531

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2 SHIPPING CASE MARKS FOR SHIPMENTS TO ARGENTINA

NOTE: Because of how they store cases in their warehouses, Walmart Argentina considers the front of a shipping case to be one of the shorter sides. If you supply to other Walmart divisions, please be aware that for all other divisions the front of the shipping case is one of the longer sides.

Front and back marks
On the shortest front side (and opposite back side) place these marks:

SPO #
WAL-MART ARGENTINA S.R.L.
SUPERCENTER
UPC#
ITEM DESCRIPTION
SHIPPING CASE QTY.
CASE ___ OF ___

10-digits, including leading zeros, if any.
If more than one UPC within case, list all.
Total quantity per master case.
"Case 1 of 350", "Case 2 of 350", Case 3 of 350", and so on.

Both side marks
On both of the longer sides, place these marks:

SPO #
MADE IN COUNTRY
GROSS WEIGHT kg
NET WEIGHT kg
CUBIC METERS
DIMENSIONS cm X cm X cm
MODEL # (if applicable)
SUPPLIER STOCK #

Example

Inner pack marks
If there is an inner warehouse pack, on the shortest front side (and opposite back side) place these marks:

SPO #
SUPPLIER STOCK #
ITEM DESCRIPTION (detailed)
QUANTITY
UPC #
3 Shipping Case Marks for Shipments to Brazil

Front and back marks

On the longest front side (and on opposite back side) place these marks:

- **PO #**
- **CONSIGNEE**
- **UPC #**

**UPC**

Walmart Brasil refers to the GTIN-13 barcode (formerly called EAN-13) as a UPC. Instead of a 12-digit GTIN-12 barcode (formerly called UPC-12), please use a 13-digit GTIN-13 barcode.

**ITEM DESCRIPTION**

Item description in English and Portuguese.

**CARTON QTY / QUANTIDADE DA CAIXA**

Master shipping carton quantity.

**CARTON # / CAIXA ____ DE ____**

Portuguese for "Carton __ of ___." For example: "CAIXA 1 DE 350", "CAIXA 2 DE 350", "CAIXA 3 DE 350", and so on.

Both side marks

On both of the shorter sides, place these marks:

- **PO #**
- **MADE IN**
- **GROSS WEIGHT**
- **CBM**
- **DIMENSIONS**
- **MODEL #**
- **STOCK #**

The country in which the product was produced.
The gross weight of the case with its contents.
The volume of the case, in cubic meters (CBM).
Length X width X height in centimeters (cm).
If applicable.
Supplier stock number (or just the model number).

Example

**PO 5703174599**

**WAL MART BRASIL LTDA**

UPC# 0-789944-100013

20" PILOT CASE

CASO PILOTO DE 20"

CARTON QTY / QUANTIDADE DA CAIXA: 3

CARTON # / CAIXA ____ DE ____

Example of a description.

Actual description will vary by product.

Other consignees:

- **BOMPRECO SUPERMERCADOS DO NORDESTE LTDA**
  - (Bompreco-BPSN)
  - (Recife)

- **BOMPREÇO BAHIA SUPERMERCADOS LTDA**
  - (Bompreco-BPBA)
  - (Bahia)

- **WMS SUPERMERCADOS DO BRASIL LTDA**
  - (Sonae)

Inner pack marks

On the longest front side (and on opposite back side) place these marks:

- **PO #**
- **STOCK #**
- **ITEM DESCRIPTION**
- **CARTON QTY / QUANTIDADE DA CAIXA**
- **UPC #**

Supervisor stock number

Item description in English and Portuguese.

Master shipping carton quantity.

Inner pack example

**PO 5703174599**

**STOCK# WM-1111**

20" PILOT CASE

CASO PILOTO DE 20"

CARTON QTY / QUANTIDADE DA CAIXA: 3

UPC# 0-789944-100013

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4  SHIPPING CASE MARKS FOR SHIPMENTS TO WALMART CANADA

Conveyable cases
The requirements for a conveyable case are:

- **Minimum:** 9" long x 6" wide x 2" high, and at least 3 lbs.
  (22.86 cm X 15.24 cm X 5.08 cm, and at least 1.36 kg)
- **Maximum:** 42" long x 24" wide x 36" high, and no more than 70 lbs.
  (106.68 cm X 60.96 cm X 91.44 cm, and no more than 31.75 kg)

Walmart prefers conveyable cases. If conveyability is not possible, supplier is not required to get approval for non-conveyable cases.

Marking requirements for apparel
For shipping case marking requirements for apparel (departments 23, 24, 26, 27, 28, 29, 30, 31, 33, 34, 35 and 36), refer to the instructions provided on US Retail Link, at: Docs > Global Direct Importing Information > Walmart Canada Apparel Carton Markings & Protective Packaging Guidelines.

Marking requirements for food
Following are general requirements. Additional marks might apply.

Contact Walmart Canada Food Safety (Caqualit59@walmart.com) for approval of shipping case markings for each individual product. See some additional markings, below.

Front and back marks for food
On the longest front side (and on opposite back side) place these marks (if the following does not fit on one long side, affix a label to both long sides):

- **TO: CANADA**
- **PO #:**
- **PO TYPE #:**
- **DEPARTMENT #:**
- **ITEM #:**
- **ITEM DESCRIPTION:**
- **SUPPLIER STOCK #:**
- **CASE OF PRODUCT NAME / NOM DU PRODUIT BRAND**
- **CASE QTY. x UNIT NET WEIGHT IMPORTED BY / IMPORTÉ PAR WALMART CANADA 1940 ARGENTIA RD. MISSISSAUGA, ON L5N 1P9**
- **PRODUCT OF** (production country in English) / **PRODUIT DE** (production country in French)
- **LOT CODE**
- **BEST BEFORE / MEILLEUR AVANT**
- **GTIN-12 OR 13 # (UPC) and scannable barcode**

* Case 1 of 350", "Case 2 of 350", "Case 3 of 350", and so on.

- **Product of** (production country in English)
- **Promotion code**
- **These words proceed the date code**
- **Total quantity and net weight per master case.**

**EXAMPLES:**

- 24 x 170 g
- 12 x 2 L

† Display the "Best before / Meilleur avant" date code in the following format:
  YYYY-MM-DD (month in numerical digits)

An example of an acceptable declaration:

**BEST BEFORE / MEILLEUR AVANT 2015-08-15**

Additional marking requirements for various food products
The above are general marking requirements for food. Additional marks might apply, such as:

- **Canned fish additional markings:**
  name or registration code of the cannery
  net quantity if in water, or brine total and drained weight

- **Some canned fruits and vegetables:**
  grade (EXAMPLE: CHOICE GRADE / CATÉGORIE DE CHOIX)
Marking requirements for all other products

For all other products, the supplier marks the shipping case as indicated in the following instructions.

NOTES:

• Shipping case markings for folded vests for department 99 include the folded apparel icon specified in the above referenced apparel carton guidelines.

• Footwear orders require the colour and:
  - “size run” (also called “size ratio”, a listing in matrix form of the number of pairs for each size) in the front and back marks, in addition to the other required marks;
  - print the stock number, as indicated in the Walmart PO (example: “21 ADDY2”), bold and larger than the rest of the text, and at least two (2) inches in height if space permits;
  - print the shoe drawing at least five (5) inches in height or larger, if space permits;
  - for all text of Walmart’s required marks, use the applicable gender colour as follows:

  Men’s = TEXT IN PANTONE 1925
  Women’s = TEXT IN PANTONE GREEN
  Children’s and Big Boy’s = TEXT IN PANTONE REFLEX BLUE

Front and back marks

On the longest front side (and on opposite back side) place these marks:

  TO: CANADA  
  COLOUR  
  PO #  
  PO TYPE #  
  DEPARTMENT #  
  ASSORTMENT # or ITEM #  
  SUPPLIER STOCK #  
  SHIPPING CASE QTY.  
  MADE IN  
  SIZE RUN  
  DRAWING OF PRODUCT  

(examples on next page)

Both side marks

On both of the shorter sides, place these marks:

  COLOUR  
  ASSORTMENT # or ITEM #  
  SUPPLIER STOCK #  
  PRODUCT #  
  ITEM DESCRIPTION  
  SHIPPING CASE QTY.  
  MADE IN  

Inner pack marks for general merchandise (not food)

On the two longest sides (front and back) of an inner warehouse case, include the following marks:

  PO #  
  ASSORTMENT # or ITEM #  
  SUPPLIER STOCK #  
  ITEM DESCRIPTION  
  CASE QTY.  
  MADE IN
Examples for general merchandise (not food)

Non-footwear:

TO: CANADA
LIGHT BLUE
PO 0041526871
PO Type 0043
Department 00007
Item 7654321
Stock Number WM-11111
Case Qty: 12 pcs
Made In CHINA
Case ______ of ______

Footwear:

TO: CANADA
LIGHT BLUE
PO 0041526871
PO Type 0043
Department 00025
Assortment 25654321
Stock Number 21 ADDY2
Case Qty: 16 pr
Made In CHINA
CASE SIZE 9 - 10 - 11 - 12
PAIRS 2 3 4 3 2 2

Example for food

TO: CANADA
PO 7651559832
PO TYPE 40
DEPARTMENT 92
ITEM 3056842
CANNED PEACHES
SUPPLIER STOCK # WM-33333
CASE 1 OF 350
PRODUCT NAME / NOM DU PRODUIT:
Whole Mandarin Segments in light syrup
Quartiers de mandarine completes dans un sirop léger
BRAND: Great Value
CASE QTY x UNIT NET WEIGHT 24 x 170 g
IMPORTED BY / IMPORTÉ PAR:
WALMART CANADA CORP.
1940 ARGENTIA RD.
MISSISSAUGA, ON
L5N 1P9
PRODUCT OF CHINA / PRODUIT DE LA CHINE
LOT 30298
BEST BEFORE / MEILLEUR AVANT 2016-08-30
GTIN-12 # 036000291452
5  SHIPPING CASE MARKS FOR SHIPMENTS TO CENTRAL AMERICA

Front and back marks  On the longest front side (and on opposite back side) place these marks:

TO: COUNTRY SHIPPED TO
CODE OF THE WALMART DIVISION SHIPPED TO (see examples, below)
CASE ___ OF ___
ITEM DESCRIPTION IN SPANISH
CITY SHIPPED TO

Both side marks  On both of the shorter sides, place these marks:

TO: COUNTRY SHIPPED TO
CODE OF THE WALMART DIVISION SHIPPED TO (see examples, below)
PO #
DEPARTMENT #
SUPPLIER STOCK #
UPC
SHIPPING CASE QTY.
GROSS CASE WEIGHT kg
CASE VOLUME cubic meters (CBM)
MADE IN (Country of production)

* If there are several UPCs in a master carton, print all of the UPC barcodes and UPC numbers on the shipping case side marks.

Examples

Costa Rica:

TO: COSTA RICA
CSU
CASE ______ OF ______
ROMPECABEZAS PARA LOS NIÑOS
SAN JOSE

El Salvador:

TO: EL SALVADOR
OPSUR
CASE ______ OF ______
ROMPECABEZAS PARA LOS NIÑOS
SAN SALVADOR

Guatemala:

TO: GUATEMALA
OPTIENDAS
CASE ______ OF ______
ROMPECABEZAS PARA LOS NIÑOS
GUATEMALA CITY

Honduras:

TO: HONDURAS
OPORSA
CASE ______ OF ______
ROMPECABEZAS PARA LOS NIÑOS
SAN PEDRO SULA

Nicaragua:

TO: NICARAGUA
CSU NIC
CASE ______ OF ______
ROMPECABEZAS PARA LOS NIÑOS
MANAGUA

Inner pack marks  If there is an inner warehouse pack, print on the inner case:

PO #
ITEM DESCRIPTION IN SPANISH
SUPPLIER STOCK #
QUANTITY

Example of a description. Actual description will vary by product.
6 SHIPPING CASE MARKS FOR SHIPMENTS TO CHILE

Refer to the guide on the US Retail Link, at: Docs > Global Direct Importing Information > Walmart Chile Packaging Requirements for Shipping Cases.

7 SHIPPING CASE MARKS FOR SHIPMENTS TO CHINA

Front and back marks

On the longest front side (and on opposite back side) place these marks:

TO: CHINA
PO #
ITEM #
SHIPPING CASE QTY. Total quantity per master case.
MADE IN Country of production.
CASE ___ OF ___ *Case 1 of 350*, "Case 2 of 350", Case 3 of 350", and so on.

Both side marks

On both of the shorter sides, place these marks:

ITEM #
GROSS WEIGHT kg
NET WEIGHT kg
MEASUREMENTS cm X cm X cm

Example

TO: CHINA
PO 1234567890
Item 6354321
Case Qty: 12 pcs
Made In USA
Case ___ of ___

front and back marks side marks (both sides)
8  SHIPPING CASE AND PACKAGING MARKS FOR SHIPMENTS TO INDIA

**Shipping case front and back marks**

On the longest front side (and opposite back side) place these marks:

- **IMPORTED BY:**
  WAL-MART INDIA PRIVATE LIMITED
  REGD. OFFICE ADDRESS: E-20, 1ST & 2ND FLOOR
  HAUZ KHAS, NEW DELHI – 110 016
  ATTENTION: PRALTEEK BHATNAGAR / MONICA GULATI
  PHONE: +91 7042060626 / 9958446736
  EMAIL: prateek.bhatnagar@wal-mart.com; monica.gulati@wal-mart.com

- **SUPPLIED BY:** [name, address, phone, and email ID as per PO]
- **MANUFACTURED BY:** [name, address, phone, and email ID as per PO]
- **MANUFACTURED AND SUPPLIED BY:** [name, address, phone, and email ID as per PO]
- **TOTAL QUANTITY PER MASTER CASE:**
  “Case 1 of 350”, 2 of 350, 3 of 350, and so on.
- **COUNTRY OF PRODUCTION:**
- **SHIPPING CASE QUANTITY (unit/units)**
- **MRP (inclusive of all taxes):** ₹00.00 per unit
- **MONTH AND YEAR OF IMPORT**
- **MADE IN (country of origin)**

Include handling instructions as appropriate, including for fragile items include "FRAGILE—HANDLE WITH CARE" instructions and the corresponding symbols.

**“B/P” marking required only for break packs**

On the longest front side (and opposite back side) place these marks:

- **“B/P” marking required only for break packs**

Please contact Walmart's Logistics team if packer is different from manufacturer.

- **WALMART ITEM #**
- **GROSS WEIGHT:** kg
- **NET WEIGHT:** kg
- **SHIPPING CASE DIMENSIONS:** cm x cm x cm
- **SHIPPING CASE CUBIC METERS**
- **STACKING INSTRUCTIONS**
- **SPECIAL MARKINGS PER LEGAL REQUIREMENTS**
- **MONTH AND YEAR OF IMPORT**
- **MADE IN (country of origin)**

Include handling instructions as appropriate, including for fragile items include "FRAGILE—HANDLE WITH CARE" instructions and the corresponding symbols.

**Shipping case side marks (both sides)**

On both of the shorter sides, place the following marks:

- **“B/P” only for break packs**

Include handling instructions as appropriate, including for fragile items include "FRAGILE—HANDLE WITH CARE" instructions and the corresponding symbols.

**packaging requirements for Walmart India continue on the next page**
If there is an inner warehouse pack, print on the inner case (front and back):

**IMPORTED BY:**
WAL-MART INDIA PRIVATE LIMITED
**WALMART ITEM #**
**UPC#**
**PRODUCT DESCRIPTION**
**INNER PACK QUANTITY** (unit/units)
**MRP** (inclusive of all taxes): ₹00.00 per unit
**Month and year of import**
**MADE IN** (country of origin)

Include handling instructions as appropriate, including for fragile items include “FRAGILE—HANDLE WITH CARE” instructions and the corresponding symbols.

If the primary packaging (the enclosure which directly contains the retail product) has a capacity of five cubic centimetres (5 cc) or less, the principal display panel may be a card or tape affixed firmly to the packaging and bearing the required information.

- If the net quantity is declared in terms of weight, then Table I, below, gives the required height of any numeral in the net quantity markings.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Net quantity in weight/volume (grams per millilitre)</th>
<th>Normal Case</th>
<th>Minimum text height when markings are blown, formed, moulded, perforated, or embossed on primary packaging</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Up to 200 g/ml</td>
<td>1</td>
<td>2 mm</td>
</tr>
<tr>
<td>2</td>
<td>Above 200 and up to 500 g/ml.</td>
<td>2</td>
<td>4 mm</td>
</tr>
<tr>
<td>3</td>
<td>Above 500 g/ml</td>
<td>4</td>
<td>6 mm</td>
</tr>
</tbody>
</table>

- If net quantity is declared in terms of length or number, then Table II, below, gives the required height of any numeral.

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Area of principal display panel (in square centimeters)</th>
<th>Normal Case</th>
<th>Minimum text height when markings are blown, formed, moulded, embossed or perforated on primary packaging</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Up to 100 square cm</td>
<td>1</td>
<td>2 mm</td>
</tr>
<tr>
<td>2</td>
<td>Above 100 and up to 500 square cm</td>
<td>2</td>
<td>4 mm</td>
</tr>
<tr>
<td>3</td>
<td>Above 500 and up to 2500 square cm</td>
<td>4</td>
<td>6 mm</td>
</tr>
<tr>
<td>4</td>
<td>Above 2500 square cm</td>
<td>6</td>
<td>8 mm</td>
</tr>
</tbody>
</table>

If printed normally, the letters in the primary packaging markings are **at least one millimetre (1 mm)** high. If blown, formed, moulded, embossed or perforated, the letters in the markings are at least **two millimetres (2 mm)** high.

The width of letters and numerals are **at least one-third (1/3)** of the height of the characters (does not apply to the numeral “1” and the letters “i”, “I” and “l”).

**packaging requirements for Walmart India continue on the next page**
All required declarations appear on the principal display panel.

**NOTE:** The area surrounding the declared quantity must be free of printed information:

- above and below by a space equal to at least the height of the numeral in the declared quantity;
- to the left and right by a space at least twice the height of numeral in the declared quantity.

The supplier ensures that all markings are legible and prominent.

- On a primary packaging label, for any retail sale price or net quantity which is printed, painted or inscribed, the numerals must be printed, painted or inscribed in a colour which conspicuously contrasts with the label’s background.
- Any text in the label which is blown, formed or moulded on a glass or plastic surface does not need to be a contrasting colour.
- Any text in the label which is printed either in the form of handwriting or hand-script, must be clear, unambiguous and legible.
9  SHIPPING MARKS FOR GENERAL MERCHANDISE SHIPPED TO JAPAN (SEIYU) — EXCEPT APPAREL OR FOOTWEAR

Marking requirements  For direct import hardlines shipped to Seiyu, the supplier marks the shipping case as indicated in the following instructions.

These 2 diagrams must be printed on the two longest sides of the outer master shipping case.

Explanation of front and back marks  On the two longest sides, include the following markings:

DIAMOND MARK:  Diamond mark including the initials, "S.P.", without the quote marks, followed by the supplier stock number (also called the vendor stock number).

PO NUMBER:  Ten-digit Seiyu PO number.

DESTINATION:  PO destination.

STYLE NUMBER:  Style number, as shown in the PO.

CASE NUMBER:  "CASE ___ OF ____", with the numbering, and without the quote marks.

MADE-IN COUNTRY:  The words, "MADE IN", without the quote marks, followed by the country of final production.

(continued next page)
Larger views of diagrams
10 SHIPPING MARKS FOR APPAREL AND FOOTWEAR SHIPPED TO JAPAN (SEIYU)

Front and back marks
On the longest front side and the opposite back side clearly print or label these marks:

“S.P.” and S.P. #
in diamond

PO (Walmart system PO number)
CITY SHIPPED TO (Tokyo or Yokohama)
STYLE # (Supplier’s product style number, in larger print)
CASE ___ OF ___ (*Case 1 of 350*, “Case 2 of 350”, “Case 3 of 350”, and so on)
MADE IN (country of production)
(handling marks) (printed on front and back sides)

Both side marks
On both of the shorter sides, clearly print or label these marks:

<table>
<thead>
<tr>
<th>Description</th>
<th>Style No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>COLOR</td>
<td>SIZE</td>
</tr>
<tr>
<td>(size)</td>
<td>(size)</td>
</tr>
<tr>
<td>(color)</td>
<td>(size)</td>
</tr>
</tbody>
</table>

QTY (total number of retail units in each outer shipping case)
GROSS WEIGHT (total gross weight of outer shipping case)
NET WEIGHT (gross weight minus weight of the outer shipping case box)
MEASUREMENT (dimensions of the outer shipping case — L x W x H cm)

Front and back example:

Example of both end sides:

Description
Style No. 2059AAB03 ASSORT A
COLOR SIZE S M L
RED 1 2 1
YELLOW 1 4 3
BLUE 1 2 2
QTY: 12 PCS.
GROSS WEIGHT: 20 KG
NET WEIGHT: 18 KG
MEASUREMENT: 30 x 20 x 25 CM

11 SHIPPING MARKS FOR FOOD SHIPPED TO JAPAN (SEIYU)

For direct imports of food to Japan, include at least the description, case quantity, and “Best Before” date (if applicable) in the shipping marks. For additional requirements and guidance, please contact the Walmart Global Sourcing (WGS) merchandiser or Seiyu Procurement, depending on who sourced the PO.
12 SHIPPING CASE MARKS FOR SHIPMENTS TO MÉXICO

Marks must match the information in the document
Supplier prints shipping case marks in accordance with information in the shipping documents, and ensures that the information in the marks and documents is in accordance with the physical merchandise.

Shipping marks not subject to final approval
Shipping marks are not subject to final approval from Walmart México. **Exception:** For bulk or loose merchandise, contact the Walmart México Labeling Department for details.

Printing errors
Supplier is responsible for additional costs caused by missing or incorrect details, including the cost of re-printing.

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**Front and back marks**

| required for perishables required for food and beverages required for textiles, apparel and footwear required for all other goods | On the longest front and back sides place these 

<table>
<thead>
<tr>
<th>English marks:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ ✓ ✓ ✓ TO: MEXICO</td>
</tr>
<tr>
<td>✓ ✓ ✓ ✓ PO NUMBER (10 digits)</td>
</tr>
</tbody>
</table>
| ✓ ✓ ✓ ✓ GTIN-13 BARCODE (also called EAN-13 or UPC-13) Walmart does not accept the marking with only the number. You must print the actual barcode (in other words, with the bars).

**Example:** |
| ✓ ✓ ✓ ✓ MASTER GTIN-13 BARCODE (if multiple products with different GTINs are packed in the shipping case, print a master GTIN-13 on the shipping case)

You must print the actual barcode (in other words, with the bars—see example above). |
| ✓ ✓ ✓ ✓ QUANTITY OF CASES (total number of shipping cases for the PO) |
| ✓ ✓ ✓ ✓ QUANTITY OF SELLING UNITS (total pieces, bottles, packs, and so on in one case) |
| ✓ ✓ ✓ ✓ SIZE (6 months, small, large, and so on) |
| ✓ ✓ ✓ LOT CODE (same as indicated in the shipping documents) |
| ✓ ✓ ✓ EXPIRING DATE (same as indicated in the shipping documents—format is dd/mm/yyyy or mm/yyyy—also called "Best Before") |
| ✓ ✓ ✓ PRODUCER / EXPORTER (indicate the producer’s or exporter’s company name) |

**NOTE:** GTIN-13 barcodes on shipping cases not required for Sam’s or Suburbia orders.

**NOTE:** Size not needed for Sam’s Club.

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**Side marks**

For all products, on the two shorter sides, place these 

<table>
<thead>
<tr>
<th>English marks:</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓ ✓ ✓ ✓ PO NUMBER (10 digits)</td>
</tr>
<tr>
<td>✓ ✓ ✓ ✓ QUANTITY OF CASES (total shipping cases for the PO)</td>
</tr>
<tr>
<td>✓ ✓ ✓ ✓ NET WEIGHT (kg)</td>
</tr>
<tr>
<td>✓ ✓ ✓ ✓ GROSS WEIGHT (kg)</td>
</tr>
<tr>
<td>✓ ✓ ✓ ✓ CUBIC METERS OF CASE (m³)</td>
</tr>
<tr>
<td>✓ ✓ ✓ ✓ MEASURES cm X cm X cm</td>
</tr>
</tbody>
</table>

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At the top of each shipping case, place a color stripe, by department (no text is required in the color band):

- Seasonal merchandise (Christmas and Halloween): red
- Toys: blue
- Housewares and dinnerware: black
- Sporting goods: green
- Office and stationery: yellow
- Apparel and textiles: gray
- Shoes and footwear: purple
- Food and beverages: orange
- Other: no color

**IMPORTANT NOTE**

Print shipping marks directly on the box. Do not apply shipping labels or other glued shipping marks.

**Special handling marks**
Supplier indicates any special care or handling requirements on the case. This information helps warehouses keep and handle merchandise correctly to avoid damage. International symbols can be used. **Examples:**

**Pallets**
Do not use pallets with missing or broken boards on top or bottom, double stringers, patched boards, or metal repairs plates. Do not stack cases to “overhang” (extend beyond the pallet). **Example:**
13 SHIPPING CASE MARKS FOR SHIPMENTS TO SOUTH AFRICA

Front and back marks
On the longest front side (and on opposite back side) place these marks:

- **MASSTORES (PTY) LTD**
- **SHIPMENT NR** (MDDXX/XXXX or BUJXX/XXXX or MAKXX/XXXX)
- **PO Nr** (8-digit for Massdiscounter & Massbuilder, 10-digit for Makro)
- **ITEM DESCRIPTION** (description of the item)
- **BARCODE** (GTIN-12 number)
- **CASE DIMENSIONS** (00.0 cm X 00.0 cm X 00.0 cm)
- **CASE ___ OF ___**
- **MADE IN** (Country of manufacturing origin)

**Example**

- **MASSTORES PTY LTD**
- **SHIPMENT Nr MDD11/1234A**
- **PO Nr 12345678**
- **ART DECO LAMP**
- **6 12345 67890 7**
- **20 cm X 40 cm X 40 cm**
- **CASE ___ OF ___**
- **MADE IN CHINA**

---

14 SHIPPING CASE MARKS FOR SHIPMENTS TO THE UNITED KINGDOM (ASDA)

Marking requirements
For direct imports shipped to ASDA, refer to the shipping case and packaging instructions available on US Retail Link, at: Docs > Global Direct Importing Information > ASDA General Merchandise Import Transit Packaging Guidelines.

15 PACKAGING REQUIREMENTS FOR SHIPMENTS TO THE UNITED KINGDOM (GEORGE)

Marking and box quality and design requirements
For George orders, please follow the box and packaging requirements in the US Retail Link, at: Docs > Global Direct Importing Information > George FOB Supplier Manual (UK).

16 PACKAGING REQUIREMENTS FOR SHIPMENTS TO SAM’S CLUB PUERTO RICO AND SAM’S CLUB USA

Packaging requirements
For Sam’s Club Puerto Rico and Sam’s Club USA orders (Walmart US departments 61, 62, 63 and 64) of product to be sold in the clubs, please follow the packaging and pallet requirements in the US Retail Link, at: Docs > Sam’s Club Packaging Standards. The shipping case requirements are in “Appendix G - Direct Imports” of the Sam’s Club Packaging Standards.

For orders of product to be sold on Samsclub.com, please follow the requirements in the US Retail Link, at: Docs > Samsclub.com Supplier Information > Packaging and Shipping Guidelines.
17  PROCEDURES FOR WALMART PUERTO RICO AND WALMART USA DIRECT IMPORT CASE LABELS

NOTES:

These requirements are in addition to any other labeling required for shipping cases which also serve as retail packaging. Follow any additional packaging instructions from buyers, unless those conflict with instructions in this document or in the below referenced requirements.

All Walmart Puerto Rico and USA direct import suppliers follow instructions in this document.

Also follow the general case and pallet quality instructions, footwear size-run marks requirement, and general inner pack marks requirements in the Walmart Labeling & Packaging Logistics Distribution Center Guide, located on Retail Link, at:

Docs > Wal-Mart Supplier Information Manuals > Supplier Packaging and Labeling Compliance Manual (Walmart DCs)

The template for the Avery Dennison label call-out form, the table of Avery Dennison label prices, and a table of Avery Dennison offices and contacts, is located on Retail Link at:

Docs > Global Direct Importing Information > Avery Dennison Direct Import Shipping Case Barcode Label Call-Out Form

The template for the Avery Dennison credit application is available from Avery Dennison.

ADDITIONAL GUIDANCE:

For Walmart USA private label products (also called “private brand” or “house brand”), additionally follow the instructions in the Packaging Tool Kits, located on Retail Link, at:

Docs > Packaging Tool Kits

(Requirements for specific programs are located throughout the page. General requirements for each department are located on the page, at:

General Packaging Information > Master Carton Icons Manual.)

For Walmart.com direct import orders, follow instructions in this document and in the Walmart.com Supplier Packaging and Labeling Manual (except for sections which only specify requirements for domestic shipments), located on Retail Link, at:

Docs > Walmart.com Supplier Packaging and Labeling Manual

Wood packaging material guidelines for all importing divisions are located on Retail Link, at:

Docs > Global Direct Importing Information > Supplier Global Shipping Procedures for Direct Imports

FOR AIRFREIGHT SHIPMENTS CONTAINING BATTERIES MADE OF LITHIUM-ION OR LITHIUM METAL:

Include a Class 9 hazard label on at least one side, in addition to other usually-required markings for lithium-ion or lithium metal batteries.

Additionally, include a marking that says:

CARGO AIRCRAFT ONLY
FORBIDDEN IN PASSENGER AIRCRAFT

Additional guidance related to lithium batteries can be found on Retail Link, at: Docs > Direct Imports Information > New Lithium Battery Regulations.


Walmart shipments only

This section applies to direct import shipping case barcode labels for Walmart Puerto Rico, Walmart USA and Walmart.com purchase order (PO) shipments only. See Section 18, 2nd paragraph, for the list of exceptions.

Print locations, pricing, and freight charges

Avery Dennison (AD) prints labels at locations listed in Retail Link > Docs > Global Direct Importing Information > Avery Dennison Barcode Label Call-Out Form. The “call-out” form workbook also lists costs. Prices are FCA Avery Dennison’s production facility, who adds delivery charges to the invoice.

Complete the call-out, and fax or email it to the appropriate AD ticketing center.
Ordering the labels

1. Supplier requests labels by completing and faxing or emailing the call-out form to the appropriate AD office at least ten (10) days before the PO cancel date. AD will transmit the order to the appropriate production site.

2. Complete all required data fields—such as:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE SUPPLIER SENDS THE CALL OUT FORM</td>
<td>The date the supplier transmits the order.</td>
</tr>
<tr>
<td>REQUESTED LABEL DELIVERY DATE</td>
<td>Date desired for delivery of labels from AD. Allow for normal transit times so that labels arrive when required.</td>
</tr>
<tr>
<td>SHIP TO</td>
<td>Where to deliver labels—provide details, accurate address, contact name, phone, and fax.</td>
</tr>
<tr>
<td>BILL TO</td>
<td>To whom bill will be sent—provide details, accurate address, contact person, telephone, and fax.</td>
</tr>
<tr>
<td>ORDER FOR</td>
<td>Please check for which Walmart retail market.</td>
</tr>
<tr>
<td>WALMART PO#</td>
<td>Enter 10 digits, including any leading zeros.</td>
</tr>
<tr>
<td>WALMART ASSORTMENT # OR ITEM #</td>
<td>Enter assortment number if both numbers (assortment and item) exist in Walmart PO; otherwise, enter item number.</td>
</tr>
<tr>
<td>ACTUAL SUPPLIER STOCK #</td>
<td>Enter supplier’s actual stock number, even if different from stock number in Walmart PO. Enter only one stock number per item or assortment. For assortments, enter only the stock number assigned to the assortment.</td>
</tr>
<tr>
<td>NUMBER OF LABELS REQUIRED</td>
<td>Indicate desired allowance quantity (including any overage or “safety stock”) for each Walmart PO. AD will not print any additional quantities.</td>
</tr>
</tbody>
</table>

* AD is not authorized to change the Walmart item number. If the item number entered on the call-out form is different than the item number on the PO, AD will work with the supplier and Walmart for resolution.

3. Transmit “Call-Out” form to a location listed in the call-out form. Please do not send the “Call-Out” more than four (4) weeks before the requested label delivery date. Contact the local AD service representatives to obtain order status.

4. AD electronically cross references the “Call-Out” with the Walmart PO within twenty-four (24) hours. If exceptions exist, AD researches the problem with an expectation of resolution within forty-eight (48) hours.

5. AD advises the supplier if AD cannot confirm the “Call-Out” within twenty-four (24) hours. AD periodically advises the supplier (and Walmart if it is a critical issue) of the status of specific types of suspended orders until resolved, confirmed or canceled. AD notifies the origin cargo manager (OCM) only if the PO number declared by the supplier does not match AD’s file of Walmart POs.

6. A confirmed “Call-out” initiates printing of the labels.

7. AD normally ships labels within seventy-two (72) hours (3 working days) after receiving a confirmed “Call-Out.” If AD receives the “Call-Out” well before the 72-hour production window (in other words, if the form arrives early), AD immediately prints the labels and holds until time to deliver according to the requested label delivery date. AD relies on the accuracy of the addresses on the “Call-Out”, and ships labels to the exact address provided in the “Call-out”. Likewise, AD sends the invoices to the “Bill to” address specified on the “Call-Out”.

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**Delayed labels**

Occasionally a late PO creation or revision will delay transmission of a PO. If Avery Dennison reports that a label is delayed due to not receiving the electronic PO, please ask the Avery Dennison office to request the PO from Walmart. Often, by the time Walmart receives the request, Avery Dennison will already receive the PO. If, after another day, the Avery Dennison office still does not have the PO in their system, please contact the appropriate person shown on page 1 of this guide.

**Invoicing for labels**

Supplier pays the cost of the labels, including delivery charges. Suppliers who have no credit history with AD should contact AD for a credit application. Complete the application and fax it to the appropriate AD office prior to or with a first "call-out".

AD bills the supplier semi-monthly. Terms for payment are net thirty (30) days from the invoice date. Please keep the account current.

**Application of label**

The supplier applies case labels before delivering cargo to the port. See the section titled "HOW TO APPLY BAR CODE LABELS".

The label has the same format and shows the same type of information as the label shown in the example on the next page.

This program applies also to replenishment orders.

**Inspections**

The supplier applies the labels before a scheduled quality inspection, if applicable. Inspectors check that the supplier applies labels in the proper location and that contents match both case markings and labels. Failure to comply results in a failed inspection. The supplier corrects label errors and pays any and all incurred charges.

Upon issuance of the shipping order or supplier declaration, the OCM confirms whether the supplier applied the labels.

If the supplier delivers cargo to an OCM’s warehouse for consolidation, the OCM inspects shipping case labels. If the OCM identifies problems, the OCM immediately contacts the supplier to coordinate and solicit authorization for corrective actions.

Suppliers are accountable for any and all changes to labels on cases.

**Labels replaced because of improper application by supplier**

If the supplier does not properly apply case labels prior to shipment, or if labels are missing upon arrival at PO destination, Walmart can file a claim against the supplier for replacement labels which are printed by deconsolidator or Walmart import distribution center (DC) and applied at destination. The fee is **US$ 1.00 per case**.

**Labels replaced as a result of Walmart error**

When sending a revised call-out to AD, the supplier sends a separate explanation, of reason(s) for reordering label, to WGS or DSG, as appropriate, with copy to Walmart contact, if available, and to OCM.

Upon receipt of a revised call-out, AD prints and delivers the new labels. If updated PO information is not available to AD, AD asks Walmart for confirmation. AD does not delay processing and delivery of new labels while awaiting confirmation.

If confirmed, AD issues **two (2) bills**:
- the supplier pays only the charges for the correct labels;
- Walmart pays the previous charges for the incorrect label.

**NOTE:** If supplier already paid for incorrect labels, AD issues a credit note to the supplier, so that the supplier pays only once for correct labels.

Top
(PROCEDURES FOR CASE LABELS)

**NOTE:** The DEPT # is 5 digits (counting leading zeros).

**NOTE:** The PO # is 10 digits (counting leading zeros).

**NOTE:** The ITEM # shown on the barcode label will be the 9-digit assortment number (counting leading zeros) if both the assortment number and item number exist on the purchase order—otherwise, the “ITEM #” shown on the barcode label will be the individual item number.

If the order is for an apparel or related department, the word “APPAREL” will appear in white text against a black background, as in this example.
18 HOW TO APPLY DIRECT IMPORT CASE BARCODE LABELS FOR SHIPMENTS TO PUERTO RICO AND USA

Requirement

Unless the product is one of the exceptions listed below, Walmart requires that, prior to inspection of the goods, suppliers apply the barcode label described in section 16 to each shipping case ("vendor pack" in the Walmart PO) shipped to Walmart Puerto Rico and Walmart USA (including "Walmart.com"). Do not change the labels in any way. Do not make photocopies of the labels. Throw away all extra labels for a purchase order.

Exceptions

Supplier applies the labels, except for the following shipments:

- high-value jewelry (department 32) shipped by air to Bentonville, AR, Marlow, OK, or New York, NY
- optical (department 49) shipped by air to Lockbourne, OH
- all samples
- fixtures (dept. 75), unless the shipping cases will be shipped to a Walmart import distribution center (IDC) or regional distribution center (RDC). The shipment comments in the department 75 PO state whether a shipping barcode label is required.

For these exceptions, please use the marks described in section 19.4.

Label placement

The supplier applies the barcode to the longest side of the case (preferably not the top). DO NOT place the label on the bottom. DO NOT place the label over pictures on display cases. Walmart requires only one label on one side.

If the longest side of the box has a height less than the label, the supplier can place the label on the case as shown in the below illustration, so that the barcode is on the top of the case and the bottom half of the label is on the longest side of the case.

Here is an example of properly placed labels on short cases:

DO NOT place the label on the bottom of the case.

Straps must not cover label

DO NOT use case straps except for heavy and/or oversized cases. For those exceptions, do not run the strap across the barcode label.
Examples

Following are additional examples of correct label placement on master shipping cases. A variety of label locations are acceptable as long as at least the bottom half of the label is on a long side, and as long as none of the label is on the bottom of the case.

NOTE: Each PO may have different marking requirements from those pictured below. Also, if the supplier prefers to apply additional marks or labels for the supplier’s own needs, that is acceptable as long as the additional marks or labels do not conflict with Walmart’s required marks and label.

Private label (products sold to store customers under a brand owned by Walmart must also comply with Walmart’s Packaging Tool Kits’ marking requirements. These are only two examples of possible marks. Some products require the black bar below to be a different color):

Not private label (requirements for national brands and other non-private label products are simpler—only the direct import barcode label is required):

Exception to the requirements that the shipping case label be placed only on one of the longest sides

Some products (like some ready-to assemble furniture), are packed in narrow retail packages which cannot stand up without support. If this retail package is also the shipping case, the "sides" are effectively the top and bottom when on a conveyor, and in the container the shipping case will often be loaded for stability is such a manner as to hide the “sides”.

If the supplier places the label on one of these "sides", it will not be visible when the cases are stacked for loading, and has a 50% chance of being visible on the conveyor (maybe a better chance if the associate unloading always tries to place the case label-side-up).

For these situations, the supplier can place the label on the end, top or bottom, as long as the label is facing outward when loaded.
**Items sold in multiple cases**

If an item consists of parts which are shipped in separate shipping cases which are sold together as a single sales unit (for example, a 5-piece table and chair set, with the table in one box, two chairs in a second box, and another two chairs in a third box), the supplier places the direct import shipping case barcode label on only one of those cases.

The supplier identifies each package as part of the set (for example, "Box 1 of 3", "Box 2 of 3", and "Box 3 of 3").

**Palletized shipments**

Apply the direct import shipping case barcode label to the transport packaging (the “vendor pack” in the Walmart PO).

- If the PO lists the individual shipping cases as the vendor packs, then apply the label to each case.

- If the PO lists the entire pallet load as the vendor pack, then apply only one direct import shipping case barcode label to the pallet load. If the loaded pallet is shrinkwrapped, the apply the label on the outside of the shrinkwrap).

- **EXCEPTION:** If the pallet load is constructed to appear as one large case (either wrapped with dark opaque shrinkwrap which hides the cases, or covered with cardboard panels on each side and cardboard trays on top and bottom) then apply one label to the pallet load, regardless of whether the PO lists the individual shipping cases as the vendor pack.
19  CASE REQUIREMENTS FOR DIRECT IMPORTS TO PUERTO RICO AND USA

19.1 Case and Package Quality Guidelines

**Quality standards**
For Walmart’s case quality standards, refer to the *Supplier Packaging and Labeling Compliance Manual* referred to on page 18 of this guide.

For Walmart.com case quality standards, refer to the *Walmart.com Supplier Packaging and Labeling Manual* referred to on page 18 of this guide.

**Coordination of requirements**
Direct import case and packaging requirements are in addition to domestic requirements. Where direct import requirements are an exception to domestic requirements, the direct import requirements take priority.

**Conveyability**
Walmart prefers conveyable cases (in other words, cases can move easily on distribution centers’ conveyors). Avoid using non-conveyable cases, including dimensions or weights which are under the minimum or over the maximum requirements provided in the above referenced guides.

**Additional quality standards for direct imports**
The following are additional case and packaging quality requirements:

- **Perforated Boxes**: Perforated cases must withstand warehouse handling without damage to the case opening.
- **Liquids**: Mark all liquids “THIS SIDE UP” and ship accordingly.
- **Hazardous Materials**: Packaging of hazardous material must comply with any and all ISPS requirements, and any and all requirements set forth in the US Department of Transportation’s hazardous material approval letter.
- **Bags**: Bags should be enclosed within a box.
- **Banding or Strapping**: A banded or strapped box is non-conveyable and requires special handling at additional expense.

19.2 Master Case Markings

**IMPORTANT**
All shipments when delivered to the carrier or origin cargo manager must have correct markings and appropriate shipping marks. The supplier obtains needed information from the PO. Any incorrect case marking results in remarking of the case or inner box at the manufacturer’s expense.

**Coordination of requirements**
For markings and labelling of direct import shipping cases, these requirements take priority if the case serves only as a shipping case. If the case serves also as retail packaging, then any domestic retail packaging requirements are in addition to to these shipping case requirements.

The exception to the above rule is that specific requirements published by an individual retail department (such as those in the Packaging Toolkits on Retail Link) are in addition to the direct import shipping case requirements.

**How to mark the shipping case**
For orders which require direct import shipping marks, no diamond logo will be included. The company name will be in bold letter printing, **one-and-a-half inches (1\(\frac{1}{2}\)”) high**. For all additional printing, a **minimum of quarter-inch (¼”) lettering** must be used.

19.3 Exceptions

For exceptions to case or packaging quality or markings requirements, contact the Walmart Global Sourcing (WGS) merchandiser or Walmart Direct Imports department’s import manager, depending on who sourced the goods.

**NOTE:** If the exporting country or air carrier requires banding or strapping, the supplier does not need approval.
19.4 Walmart Stores Master Case Direct Import Markings  
(for shipments to Puerto Rico or USA which do not require a direct import barcode label)

For general merchandise exceptions listed in section 18, Walmart requires the following direct import marks on one (1) longest side of each master shipping case (no direct import marks are required on other sides):

**TO:** US  
10-DIGIT PURCHASE ORDER NUMBER (use leading zeros)  
DEPARTMENT NUMBER (leading zeros are optional)  
ASSORTMENT NUMBER or ITEM NUMBER (leading zeros are optional)  
SUPPLIER STOCK NUMBER (print the actual, even if different from the supplier stock number in the PO)  
CASE ____ OF ____

**NOTE:** This is based on the number of cases for the entire PO, not on the number of cases for an item or assortment. For example, for a PO with 60 cases, with 2 items of 30 cases each:

- cases “1 of 60” through “30 of 60” would be item 1;  
- cases “31 of 60” through “60 of 60” would be item 2.

**NOTE:** IF the shipping case is the retail package, then the “made in” country marking requirements for products and retail packaging also apply to the shipping case (the “vendor pack”, in the PO). HOWEVER, DO NOT include the “made in” country or country of origin in the SHIPPING marks or shipping label.

Example marks for shipments which do not require a direct import barcode label

**TO:** US  
PO# 1234567890  
Department 7  
Item 007654321  
Stock Number WM-11111  
Case ____ of ____

**Marks for optical department (dept 49) if airfreighted directly to Lockbourne, Ohio**

**TO:** US  
PO NUMBER  
ITEM NUMBER  
SUPPLIER STOCK NUMBER (print the actual, even if different from the supplier stock number in the PO)  
CASE ____ OF ____

**NOTE:** For optical items shipped by sea to other PO destinations, the supplier applies the direct import shipping case barcode label described in section 17.
### 19.5 Other Master Case Markings or Labels for Shipments to Puerto Rico or USA

**Additional marking requirements for Walmart USA**

For additional master shipping case marking requirements for Walmart USA orders for “private label” (Walmart-owned brands), review the Packaging Tool Kits referenced on page 18 of this guide.

**NOTE:** For private label cases too small for a Tool Kit’s minimum mark sizes, print smaller marks as long as the marks are readable.

**Color-coding**

Some departments ask suppliers to mark cases with colors to represent a category of merchandise. Colors may change from year to year. Color-coding may be at buyer’s discretion. If buyer requires color-coding, he or she will communicate this to supplier at finalization. For examples which apply to generics and Walmart “private label”, review the Packaging Tool Kits referenced on page 18 of this guide.

**Shipping cases which are retail packaging**

For shipping cases which also serve as retail packaging, include all applicable retail markings and labels.

### 19.6 Inner Pack Markings for Shipments to Puerto Rico and USA

For inner pack marks, review the Supplier Packaging and Labeling Compliance Manual referenced on page 18 of this guide. For generics and “private label” (Walmart-owned brands), also review the Packaging Tool Kits referenced on page 18 of this guide.

**Inner pack example— private label (marks on all four sides)**

**Inner pack example— non private label (marks on one side)**

### Revision history:

<table>
<thead>
<tr>
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<th>REVISION</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 13, 2015</td>
<td>Reformatted notes in section 17, and added instruction for lithium batteries. (p. 18)</td>
</tr>
<tr>
<td>August 14, 2015</td>
<td>Revised requirements for IN. (p. 8)</td>
</tr>
<tr>
<td>November 25, 2015</td>
<td>Revise requirements for JP apparel. (p. 14)</td>
</tr>
<tr>
<td></td>
<td>Additional Lithium Battery guidance. (p. 18)</td>
</tr>
<tr>
<td>November 25, 2015</td>
<td>CA marks for food. (pp. 4 – 6)</td>
</tr>
<tr>
<td></td>
<td>Revise IN marks. (pp. 9-11)</td>
</tr>
<tr>
<td></td>
<td>Revise JP marks for general merchandise other than apparel. (pp. 11, 12)</td>
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