



May 15, 2009

Dear Trading Partner,

Please be advised that there will no longer be two part ticketing on shoes for Burlington Coat Factory or MJM Designer Shoes going forward on orders written after 5/15/09.

POs *prior* to 5/15/09 should be processed as they were written. During this transition you must fulfill the original two part ticketing obligation for old POs, otherwise there will be ticketing failures and probable chargebacks.

Please refer to the New Burlington Coat Factory and MJM Designer Shoe Ticketing guide on our website <http://corporate.burlingtoncoatfactory.com/vendor/index.shtml> where you will find detailed information regarding ticket placement.

If you require further assistance or clarification please feel free to contact vendor.relations@coat.com.

Thank you,
Vendor Relations



TICKETING GUIDE FOR SHOE VENDORS BCF and MJM

**Revised: January 15, 2010
Version 3**

Effective January 15, 2010, BCF is introducing their new white ticket design shown below. Please note that special data changes have been made that support dynamic information. Always get your tickets from FineLine. Do not attempt to produce your own tickets.



BCF HT front



BCF LB

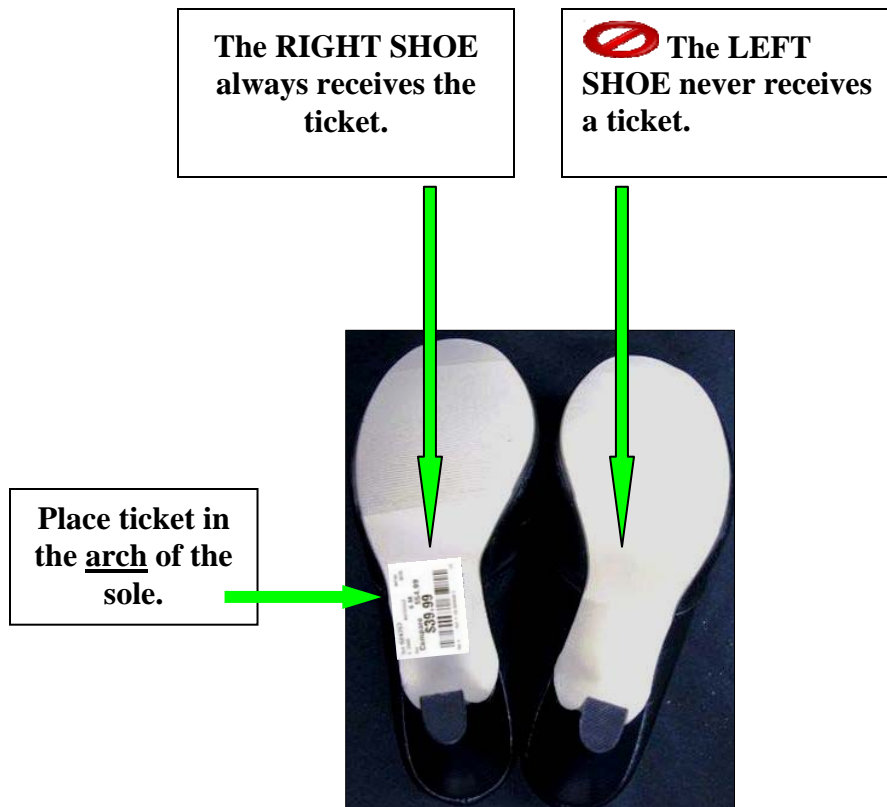


BCF 2/3 PIECE HT FRONT


Shoe Ticketing Procedures

Proper Ticket Placement

- Place tickets in the **arch** of the sole.
- Try not to cover the manufacturer's size ***if possible***.



ALTERNATE Ticket Protocol for Rubber Sole Shoes

-  Stapling ticket to rubber soles is not an accepted practice.
- If the ticket will not stick to the sole then place the ticket in the *sock (lining)* of the right shoe or if you receive hangtags, you must use a loop lock as shown below.

Example of proper ticket placement on rubber sole SHOE
(only if ticket will not stick) for gummy ticket.



Example of proper ticket placement on rubber sole BOOT
(only if ticket will not stick) for gummy ticket.



Example of proper ticket placement for hangtag.



⊘ Never place any ticket on the finished surface of the shoe.



⊘ Never place ticket anywhere on the shoe box.



Positioning of Shoes in the Shoe Box

1. Place the left shoe in the box with the toe pointing up.



2. Cover the left shoe with tissue paper.



3. Place the right shoe in the box with the toe pointing down.



4. Fold remaining tissue over top.



5. Close lid.

For All Import Shoe Vendors

BCF does not accept goods that are damaged by moisture or mold. In an effort to avoid these occurrences, BCF *requires* that all import shoe vendors (or vendors that manufacture products in similar processes) provide a **Micro-Pak® Green Sticker** (or stickers) applied *in accordance with the manufacturer's instructions* (<http://www.micropakltd.com/index.php>). We believe that this will increase the likelihood of anti-mold and anti-moisture compliance, but, ultimately, the vendor is responsible for the delivery of compliant goods.

Note: Fungicides, silica gel packs, UV lights and other anti-mold, anti-moisture techniques are not acceptable.