

## First Cost Goods Labeling Process

- 6 – 8 weeks before the first ship date on the purchase order, PO's are sent via EDI to Avery.
- Factory requests label from Avery.
- When labels are shipped to factory, Avery triggers the “856” (ASN) to Freight Forwarder.
- Labels consist of carton label, shoe box labels and a small tear off duplicate bar code of the carton label. This tear off label is placed on the manifest provided.
- The manifest must match what is actually loaded in the container. Failure to do so could result not only in charge backs to the factory, but they may also lose the option to factory load containers.
- This is a requirement for all shipments for Genesco retail divisions and will become a required document in order for factory to receive FCR. (Forwarders Cargo Receipt)
- Labels that are not turned over to forwarder in a timely fashion may also cause penalties to be assessed to the factory.