

OVERVIEW

It is the responsibility of the vendor to obtain the current Routing Guide in effect at the time of shipment. **Genesco does not mail out routing guides.** All instructions shown in this routing guide are transportation compliant terms and conditions of our purchase orders and must be followed when shipping to Genesco distribution centers or direct to stores. It is the responsibility of the vendor (or the vendor's agent) to access and comply with all instructions of the most current issue of this guide. If you cannot fully comply with all instructions in this guide, you must contact Genesco's Transportation Department PRIOR to shipping.

This manual is provided as an overview of the basic requirements related to merchandise packaging, distribution, transportation, accounts payable, and to address specific information and reference material. Each section will explain the Genesco organization's basic requirements accordingly. The sections also address the expectations and requirements Genesco has for our Trading Partners and Suppliers.

We encourage you to make several copies of this document and distribute them to the appropriate individuals within your organization. Please visit our Web site www.genescopartners.com for updates to this manual. Dates of updates will be listed to the right of the section.

Non-Compliance

Failure to comply with these shipping requirements will increase shipping costs to Genesco and will result in Genesco issuing charge backs to your company.

Freight Terms

Genesco's terms of sale for all domestic purchase orders are **F.O.B. Destination Collect**. Under these terms the buyer, Genesco, pays the freight charges and title passes to the buyer at destination. The buyer, Genesco, is responsible for all freight charges associated with the purchase order and the seller owns the goods in transit. It is the responsibility of the seller to file freight claims if necessary.