

Packaged Food and Non Food Products

Presentation To:		Date Presented:	
Customer:		Date Available:	

VENDOR DETAILS

Name:	Florentines Patisserie	Fax:	07 574 0103
Address:	65 Chapel Street Tauranga	Phone:	07 574 0101
Contact Person:		E-mail:	
Distributor (if applicable)		Invoice Payee:	

RETAIL UNIT DETAILS

New Retail Unit	Replacement	Range Extension	Y	Update	Promotional Pack	Seasonal Line (see below)
Host Support (Y/N)	Warehoused (Y/N)	Retailer Master Group Code	96421			

Retail Unit Description (as on label)	Whoppa Baileys Fudge Cake Slab																														
Retail Unit Shelf Description	W	H	O	P	P	A	B	A	I	L	E	S	F	U	D	G	E	C	A	K	E	S	L	A	B	Nett Size (gm/kg/ml/L)					
Customer Retail Unit Code	T	5	9	Vendor Retail Unit Code				Retail Unit Barcode (UPC/EAN138)																							
Retail Units per Inner	1	Inners per Shipper	5	Retail Units per Shipper		Shippers per Pallet Layer	8	Layers per Pallet	4	Shippers per Pallet																					
Inner Barcode (EAN 14)	9	4	2	1	0	0	4	6	4	4	8	0	-	8	Contains EAN128 Info (Y/N)		Shipper Barcode (EAN 14)	9	4	2	1	0	0	4	6	4	4	8	1	-	5
Retail Unit Rich Description (further product information)	Whoppa Baileys Fudge Cake Slab																														

Retail Unit Pack Type (can, bottle, box, etc.)	Box	Inner Gross Weight (KGs)	3	Shipper Gross Weight (KGs)	15.7	Pallet Height (metres)		Pallet Weight (KG's)	
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EAN Product Verification (see glossary for full description)

Include pallet wood into Pallet Height and Pallet Weight

EAN Accreditation Number :	942100464				
DIMENSIONS (millimetres)	Height	Width	Depth	EAN Barcode Verification	
				YES (Report Number)	NO
Retail Unit:				Yes	
Inner:	50	400	300		
Shipper:	267	400	300		

SEASONAL LINE	
Period (please State)	
Estimated Conclusion Date	
Sale or Return (Y/N)	<input type="checkbox"/>

VENDOR DETAILS

ALL PRICES EXCLUSIVE OF GST <input checked="" type="checkbox"/>							
List Price (tick appropriate box)	<table border="1"> <tr> <td>Retail Unit</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Inner</td> <td><input type="checkbox"/></td> </tr> <tr> <td>Shipper</td> <td><input type="checkbox"/></td> </tr> </table>	Retail Unit	<input type="checkbox"/>	Inner	<input type="checkbox"/>	Shipper	<input type="checkbox"/>
Retail Unit	<input type="checkbox"/>						
Inner	<input type="checkbox"/>						
Shipper	<input type="checkbox"/>						
Introductory Discount:							
Start Date:							
End Date:							
Agreed Promotional Support \$Coop (% of Spend)							
Confirm Promo TV Support							
Confirm Promo Print Support							
Confirm Promo Radio Support							

Off Invoice Standard Trading Terms	C=Cascading S=Sum	to Location	to Location	to Location

MISCELLANEOUS DETAILS

Harmful Substance (Y/N)	n	Hazard Class	n	Total shelf life from manufacturer	12 months	Country of Origin	New Zealand
UN Number		HAZCHEM Code	n	Best Before / Use By Date on Product (Y/N)		y	
Expected Sales Volume (RU/store/week)		Standard Poison (Y/N)	n	Space Mgmt Image (Y/N)		Advertising Image No.	Image Provider
Storage Temp (C)	-18.0	FSANZ Food Regulations compliance (December 2002 regulations) (Y / N)		y	Signed:	Greg Knight	

Glossary of Terms

Presentation To:	The Category Manager/Category Buyer
Customer:	The Retailer/Merchant Customer Name
Date Presented:	The Date presented to the above
Date Available:	The Date the product availability or product change will apply from

Vendor Name:	Manufacturer/Supplier for the product
Address:	Address for Manufacturer/Supplier
Contact Person:	The key Manufacturer/Supplier contact to the Retailer/Merchant
Fax:	Fax Number (include area code)
Phone:	Phone Number (include area code)
E-mail:	E-mail address for contact person
Distributor:	If applicable, enter the Distributor of the product. Note many Distributors may apply so these details may be required on a separate sheet.
Invoice Payee:	There is the Address where the invoice is to be sent to.

Retail Unit : Definition: A retail pack with a unique barcode designed to be sold to the end user.

New Retail Unit	Tick or place mark in the appropriate box to which this form applies
Replacement	
Range Extension	
Update	
Promotional Pack (eg 25% free)	
Seasonal Line	
Retailer Master Group Code	This code is a Retailer specific code given 'like' Retail Units, ie. a promotable range
Host Support (Y/N)	Type "Y" if this item requires support from the retailer's HQ. E.g. shelf tickets etc. (particularly applies to Direct to Store deliveries for items not warehoused)
Warehoused (Y/N)	Type "Y" if you want this item distributed via the retailer's warehouse.

Retail Unit Description	The Product Name (as described on the label of the product)
Retail Unit Shelf Description	The 30 character description to be used to identify the product, on shelf labels, Place one character in each of the boxes supplied. Must include size.
Nett Size	The nett size of the retail unit as expressed on the label (grams, kilograms, millilitres, Litres, etc)
Customer Retail Unit Code	
Vendor Retail Unit Code	The Retailer/Merchant code for this product. Note Retailer/Merchant will fill in for new products.
Retail Unit Barcode	The Manufacturer/Supplier internal code for this product
Inner:	The UPC format or EAN 13 or EAN 8 barcode number that is on the label of this product. Place one number in each of the boxes supplied
Shipper:	Definition: A defined number of retail units packed together by the supplier. A number of these packs will be found in a shipper.
Retail units per inner	Definition : The largest number of retail units packed together by the supplier. A shipper may or may not contain inners. Eg. 1 X 24 retail units or 6 X 4 inners.
Inners per Shipper	The number of retail units per inner (if applicable). If the pack as no inners goto "Retailer units per Shipper"
Retail units per Shipper	The number of inners per shipper (if applicable). If the pack as no inners goto "Retailer units per Shipper"
Shipper per Pallet Layer	The number of retail units per shipper. This field will automatically be calculated if entries have been entered into "Retailer Units per inner" and "Inners per Shipper". Else you need to type in "Retail units per Shipper".
Layers per Pallet	The number of shippers that are in a single layer, for a full pallet of this product
Shipper per Pallet	The number of layers that a pallet has, for a full pallet of this product
Inner Barcode	Calculated = Shippers per Pallet Layer X Layers per Pallet
Contains EAN128 Info (Y/N)	The EAN 14 number that is on the Inner of this product. Place one number in each of the boxes supplied
Shipper Barcode	Enter a "Y" if the product barcode contains EAN128 format and information
Retail Unit Rich Description	The EAN 14 number that is on the shipper of this product. Place one number in each of the boxes supplied
Retail Unit Pack Type	A longer and emotive description about the features of this product
Inner Gross Weight	The type of pack this retail unit is packaged in (Box, Can, Bottle, etc)
Shipper Gross Weight	The gross weight of the inner, in grams
Pallet Height	The gross weight of the shipper, in grams
Pallet Gross Weight	The height of the pallet, measured in metres (including the pallet wood)
	The gross weight of the pallet, measured in kilograms (including the pallet wood)

EAN Product Verification	If a supplier is EAN accredited, insert your accreditation number in row 23. If you are NOT accredited, product verification must be obtained through EAN (NZ). If verification is successful for each item (Retail Unit, Inner and/or Shipper) then enter the "Verification Report Number" in rows 26, 27 and 28 respectively. If NOT successful then you must attach the Verification Report(s) to this UBF submission.
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Dimensions	Enter in the Retail Unit, Inner and Shipper dimension (in millimetres) Height : As positioned normally on the shelf the height is the distance from the bottom on the item to the top of the item Width : As positioned normally on the shelf the width is the distance from the left of the item to the right of the item Depth : As positioned normally on the shelf the depth is the distance from the front of the item to the back of the item
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EAN Barcode Verification Report	Tick each on the Retail Unit, Inner and Shipper boxes if an "EAN Barcode Verification Report" has been issued for each of these. Attach verification reports to this UBF upon submission.
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Seasonal Line - Period	State the seasonal period that the product will be selling in (eg. Summer, Christmas, Easter, etc)
Seasonal Line - Estimated Conclusion Date	State the conclusion date for seasonal product sales

Sale or Return (Y/N)	Enter a "Y" if the product is a Sale or Return item.
List Price	The Invoiced List Price for this product to the Retailer/Merchant. Please tick either Retail Unit, Inner or Shipper to indicate how this product is invoiced. ALL PRICES EXCLUSIVE OF GST
Introductory Discount:	Enter the discount rate for any introductory discount
Start Date:	The start date for the introductory discount
End Date:	The end date for the introductory discount
Standard Trading Terms	List the Terms Descriptions in the left hand column and write the term rate in the appropriate cell for the various Distribution points you deliver into. Type what these are on the form. Examples could be Warehouse A, Warehouse B or Direct Store Deliveries. You must specify whether discounts are applied in a Cascading manner off list (3% less 1%) or applied in a Summation manner off list (3% + 1%)
Agreed Promotional Support \$Coop (% of spend)	The percentage of Coop spend to support this product, as agreed between the parties.
Confirm Promo TV Support	The dollars of expenditure for a National TV advertising campaign
Confirm Promo Print Support	The dollars of expenditure for Print advertising campaign
Confirm Promo Radio Support	The dollars of expenditure for a National Radio advertising campaign
UN Number	Dangerous Goods information (if this is a dangerous good, then material safety data must be attached)
Hazard Class	Dangerous Goods information (if this is a dangerous good, then material safety data must be attached)
Total shelf life from manufacturer	This is necessary as there is a standard calculation that the retail trade makes to ensure there is sufficient shelf life. The rule is 80% (or 5/6's). That is that a product must have 80% of its original manufactured shelf life upon receipt of delivery