

## CVS Domestic Labeling Requirements (carton, seasonal and pallet)



*CVS does not review/approve carton labels prior to shipping. Please review the below requirements and ensure your labels are in compliance.*

### CARTON IDENTIFICATION LABEL

#### Requirements:

- ✓ **One label per carton (all cartons must contain an identification label)**
- ✓ **Size / Placement:** No size requirement. Placement on any one side (not top of carton)
- ✓ **Formatting:** No specific format required. The information can be provided on a label and/or imprinted on the carton
- ✓ **Content:**
  1. Supplier Name
  2. CVS Item Number
  3. Product Description
  4. Case Pack
  5. Weight (required for 10 lbs & over)
  6. UPC Numbers and Barcodes. Each carton must contain one of the following:
    - ITEM UPC (12-13 digit) with scannable barcode
    - CASE UPC (14 digit) with a scannable barcode
      - If you presently have a CASE UPC/Barcode on the cartons, ensure the CASE UPC numbers were provided on the New Item Form. Questions can be directed to the Item Coordinator Data Management Team [IC\\_DSDTeam@CVSHealth.com](mailto:IC_DSDTeam@CVSHealth.com)
    - Display items do not require UPC numbers/barcodes
  7. Expiration Date - as applicable
    - Expiration Dates must be in a readable date format (ie. MM/DD/YYYY)
    - **Expiration Dates are required on Displays containing date sensitive content**

Carton label sample. This is a generic label and is not intended to be used as a template.

<b>Shipper Info</b>	Supplier Name Address City, State Zip Code	
<b>Item Info</b>	CVS Item Number <b>123456</b> Product Desc <b>Product Description</b> Case Pack <b>24 pcs per case</b> Weight <b>10.5 lbs</b> Exp Date <b>00/00/0000</b>	<i>Number of units or inner pcks Required for 10 lbs and over Required date format 00/00/0000</i>
<b>Case UPC / GTIN-14</b> <i>if currently exists on your cartons</i>	 0 00 12345 60001 2	<i>ensure the existing Case UPC has been provided to the Merchant Team via the New Item Form</i>
<b>Item UPC / GTIN-12</b> <i>required if a Case UPC is not available</i>	 0 12345 67890 5	

## SEASONAL LABEL

(in addition to the above carton identification label if applicable)

***CVS does not review/approve carton labels prior to shipping. Please review the below requirements and ensure your labels are in compliance.***

To determine if seasonal labels are required, refer to the EDI “PO Comment” field. There may be additional Events and Store Set Up Dates. Review the EDI “PO Comment” field for applicable Even Code, Category, and Store Set Up Dates per order. If you are not currently receiving the “PO Comment” from your EDI provider, you must contact them to fulfill this requirement.

PO Comment Example: **“XC, Christmas Wrap, Setup 12/02/22”**

*If the PO Comment field does not provide clear seasonal information, questions should be directed to the CVS Inventory Management Team*

### Requirements:

- ✓ **Four labels per carton**
- ✓ **Color:** Refer to below grid
- ✓ **Size / Placement:** 8” long x 5” wide (or as large as possible for smaller cartons). One label placed on all 4 sides of the carton (preferably corner of carton)
- ✓ **Content:**
  1. **Season Code** – if the code is not listed on the below Seasonal Grid (i.e.. MA for Mother’s Day), refer to example 2 below.
  2. **Event Category (if applicable)** - not all seasonal codes will have an event category (i.e.. Halloween) refer to example 3 below
  3. **Store Setup Date** – if the Set Up date is not provided, refer to the Store Set Up Date associated with the Season Code on the below grid. If there are multiple dates, choose the set up date that falls after your PO ship to arrive date / requested delivery date)

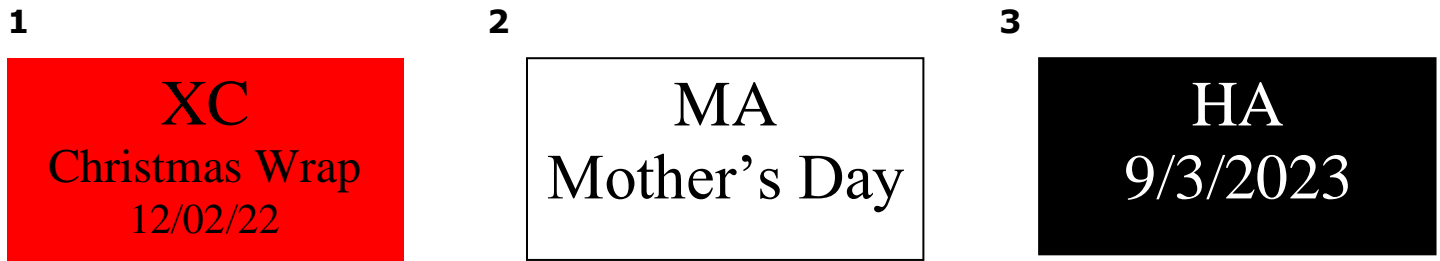
July 2023 – added Q1 & Q2 Store Setup Dates to Seasonal Labeling grid  
[supplychainperformance@cvshealth.com](mailto:supplychainperformance@cvshealth.com)

Seasonal label examples (do not represent actual size or PMS color)

**Example 1** Seasonal Code for Christmas Wrap, for an odd numbered year with applicable Event Category (noted in EDI PO Comment field) and Store Set Up date (PO STA 11/22/21)

**Example 2** Seasonal Code for Mother’s Day (as noted in PO comment field). This is not listed on the grid, no color or set up date required

**Example 3** Seasonal Code for Halloween for an even numbered year. PO Comment field did not contain an Event Category. Store Set Up date obtained from the below Seasonal Grid



**SEASONAL EVENT GRID – 2023 & Q1-Q2 2024**

SEASON (EVENT)	LETTERING for ODD numbered years	LETTERING for EVEN numbered years	Store Set Up Date	LABEL COLOR - PMS #
2024 Valentine	VA	VL	12/31/2023	Pink - PMS #232
2024 Spring / Lawn & Garden	SP	LG	2/15/2024	Yellow - PMS Process Yellow
2024 Easter	EA	ES	2/15/2024	Yellow - PMS Process Yellow
2024 Summer	SM	SU	2/15/24 3/17/24 4/1/24	Blue - PMS #2935
2023 Back to School	BS	BT	5/28/23 7/9/23 7/23/23	Orange -PMS #021
2024 Back to School	BS	BT	7/21/2024	Orange -PMS #021
Fall Décor / Thanksgiving	TK	FD	8/13/2023	Brown - PMS #463
Halloween	HA	HW	9/3/2023	Black - PMS Process Black
Fall and Winter	FL	FW	9/3/23 10/1/23 12/1/23	No Fill
Christmas Toys, PGM, Plush, Books & Accessories	XM	XC	9/3/23 10/1/23 11/1/23	Green - PMS #7482
Christmas	XM	XC	11/1/2023	Red - PMS #199
Christmas - Wrap, Boxes, Bows, Ribbon, Bags	XM	XC	11/8/23 11/19/23 12/1/23	Red - PMS #199

There may be additional "Events" and Store Set Up Dates. Review the EDI "PO Comment" field for applicable Event Code, Event Category, and Set Up Dates per order. If you are not currently receiving the PO Comment from your EDI provider, you must contact them to fulfill this requirement

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[supplychainperformance@cvshealth.com](mailto:supplychainperformance@cvshealth.com)

# PALLET LABEL

*CVS does not review/approve pallet labels prior to shipping. Please review the below requirements and ensure your labels are in compliance.*

In addition to providing a carton identification label on each carton, as outlined above, all pallets must contain two pallet labels, one on any two sides of the pallet, upper or lower corners.

- ✓ **Suppliers currently providing ASN data**; refer to the below pallet label sample. The pallet label must contain all components.
- ✓ **Suppliers NOT providing ASN data**; the pallet label must contain the information highlighted in green. Disregard all other information listed below the highlighted section.

Questions about ASN transmission should be directed to [EDI\\_ASN\\_Onboarding@CVSHealth.com](mailto:EDI_ASN_Onboarding@CVSHealth.com)

Pallet Label sample. This is a generic label and is not intended to be used as a template

Ship From Location	Company Name Street address City, State, Zip	CVS Distribution Center Street Address City, State, Zip	Ship To Location
Purchase Order #s	Purchase Order Number (s)		
Serial Shipping Container Bar Code (total of 20 #s) <i>SSCC # is required only for suppliers currently providing ASN data</i>	(00) 0 00 12345 55555555 8 		
	SSCC # (see below example)		



Application Identifier (AI) - "00" indicates the SSCC-18 data structure will follow
Extension Digit - no defined logic/used to increase capacity of the Serial Reference
Company Prefix #s - 7-10 digits. Serial Reference #s - 6-9 digits
Serial Reference - assigned by holder of GS1 Company Prefix, unique identifier of shipping container (16 digits)
Check Digit - Use Modulo 10 algorithm to calculate. Use a free Check Digit Calculator offered by bar Code Graphics

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[supplychainperformance@cvshealth.com](mailto:supplychainperformance@cvshealth.com)