

CVS Domestic Labeling Requirements (carton, seasonal and pallet)


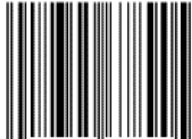
CVS does not review/approve carton labels prior to shipping. Please review the below requirements and ensure your labels are in compliance.

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 or
 - CASE UPC (14 digit) with a scannable barcode
 - Suppliers are responsible for managing item information in the STIBO Product portal. Direct questions to MDM_Stibo@CVSHealth.com
 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.

Shipper Info	Supplier Name Address City, State Zip Code																
Item Info	<table border="0"> <tr> <td>CVS Item Number</td> <td>123456</td> <td></td> </tr> <tr> <td>Product Desc</td> <td>Product Description</td> <td></td> </tr> <tr> <td>Case Pack</td> <td>24 pcs per case</td> <td><i>Number of units or inner pcks</i></td> </tr> <tr> <td>Weight</td> <td>10.5 lbs</td> <td><i>Required for 10 lbs and over</i></td> </tr> <tr> <td>Exp Date</td> <td>00/00/0000</td> <td><i>Required date format 00/00/0000</i></td> </tr> </table>	CVS Item Number	123456		Product Desc	Product Description		Case Pack	24 pcs per case	<i>Number of units or inner pcks</i>	Weight	10.5 lbs	<i>Required for 10 lbs and over</i>	Exp Date	00/00/0000	<i>Required date format 00/00/0000</i>	
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Case UPC / GTIN-14 <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>															
Item UPC / GTIN-12 <i>required if a Case UPC is not available</i>	 0 12345 67890 5																

SEASONAL LABEL

(in addition to the above carton identification label)

To determine if seasonal labels are required, refer to the EDI “PO Comment” field and reference the below grid.

There may be additional Events and Store Set Up Dates provided in the PO comments that are not listed on the grid. If so, produce a label containing the event code and store setup date as noted (no color). Apply 4 labels to each carton.

PO Comment Example: “Christmas Wrap, XC, Setup 11/18/24”

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

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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 PO comment contains a code not listed on the below Seasonal Grid (i.e. MA for Mother’s Day), refer to example 2 below.
 2. **Season Event Category (i.e., Christmas Wrap)** - not all PO comments related to seasonal events will contain an event category. Omit the category if one is not provided.
 3. **Setup Date** - not all PO comments related to seasonal events will contain a store setup date. If one is not provided, use the applicable setup date provided on the grid.

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

Example 1 Seasonal Code for Christmas Wrap, for an Even numbered year with applicable Event Category (noted in EDI PO Comment field) and Store Set Up date.

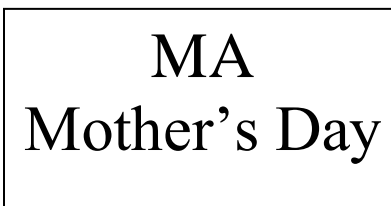
Example 2 Seasonal Code for Mother’s Day (as noted in PO comment field). This is not listed on the grid; label coloring is not required. If a Store Setup date is not provided it is not required.

Example 3 Seasonal Code for Summer for an even numbered year. The Store Setup date was not provided in the PO comments. PO STA date is 2/16/24, choose the next available setup date (3/17/24).

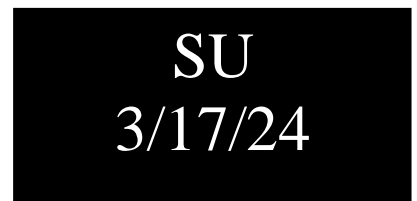
1



2



3



SEASONAL EVENT GRID – 2024

SEASON EVENT CATEGORY	SEASON CODE for ODD numbered year	SEASON CODE for EVEN numbered year	Store Set Up Date	LABEL COLOR - PMS #
Valentine	VA	VL	12/31/2023	Pink - PMS #232
Spring / Lawn & Garden	SP	LG	2/15/2024	Yellow - PMS Process Yellow
Easter	EA	ES	2/15/2024	Yellow - PMS Process Yellow
Summer	SM	SU	2/15/24 3/17/24 4/1/24	Blue - PMS #2935
Back to School	BS	BT	7/21/2024	Orange -PMS #021
Fall Décor / Thanksgiving	TK	FD	8/26/2024	Brown - PMS #463
Halloween	HA	HW	8/26/2024	Black - PMS Process Black
Fall and Winter	FL	FW	9/29/24 12/1/24	No Fill
Christmas Toys, PGM, Plush, Books & Accessories	XM	XC	8/25/24 11/1/24	Green - PMS #7482
Christmas	XM	XC	11/1/2024	Red - PMS #199
Christmas - Wrap, Boxes, Bows, Ribbon, Bags	XM	XC	11/4/24 11/18/24 12/2/24	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

PALLET LABEL

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


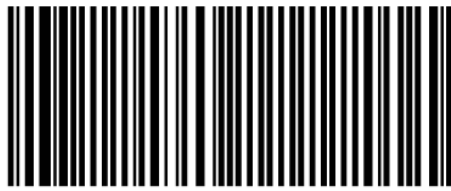
In addition to providing a carton identification label on each carton, all pallets must contain a pallet label. Pallet labels do not replace carton labels and cannot be used as carton labels. All cartons must contain a carton identification label as outlined in the previous section.

- ✓ **Suppliers currently providing ASN data;** refer to the below pallet label sample. The pallet label must contain all components.
- ✓ **Suppliers NOT YET providing ASN data;** Until notified by CVS to begin ASN Certification, the pallet label must contain the information highlighted in green (disregard information listed below the highlighted section) until you have been ASN Certified.

Questions about ASN transmission should be directed to EDI_ASN_Onboarding@CVSHealth.com

Jan 2024 – updated Store Setup Dates (Seasonal Event grid 2024)
supplychainperformance@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	CVS Distribution Center	Ship To Location
	Street address	Street Address	
	City, State, Zip	City, State, Zip	
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>	<p>(00) 0 00 12345 55555555 8</p>  <p>SSCC # (see below example)</p>		
	 <p>(00) 0 0123456 000000001 8</p> <p>↑ Application Identifier ↑ Extension Digit ↑ GS1 Company Prefix ↑ Serial Number ↑ Check Digit</p> <p>GS1 Prefix or Serial Number based on length of GS1 Company Prefix</p>		
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			