



With us, it's personal.

July 23, 2018

Dear Rite Aid DSD Supplier:

RE: RITE AID EDI DSD ITEM LEVEL INVOICE REQUIREMENT AND ASN SUPPORT

The purpose of this communication is to advise you of Rite Aid's current EDI Invoicing requirements for Direct-Store-Delivery (DSD) Vendors. All DSD merchandise vendors are expected to be compliant with regards to submitting electronic invoices and credits at the item level in accordance with Rite Aid EDI requirements.

Exchanging EDI transactions is the most efficient way of conducting business for all involved. Rite Aid expects that all invoices and credits associated with Direct Store Deliveries include line item detail. The line item detail should include valid UPC number structures, item descriptions, quantities, and associated costs per item in accordance with Rite Aid DSD invoice transaction guidelines and requirements.

In addition, Rite Aid EDI is now supporting the DSD Advance Ship Notice (ASN) and will expect the ASN from vendors that currently support this transaction. We are asking those that do not support to plan on implementing the ASN in near future as the rollout continues by Rite Aid EDI Services. Just to clarify, the invoice will still be required for payment.

Please review the Version 5010 DSD invoice (810) guidelines as well as, the Version 5010 DSD ASN (856) guidelines and located on Rite Aid EDI Trade Services web site at <http://www.riteaidediservices.com/> . DSD vendors and their EDI Service Providers, if being utilized, are expected to adhere to the EDI DSD requirements.

If you do not support EDI internally there are third party EDI service solutions that will provide you enablement to submit invoices and ASN's electronically to Rite Aid. There is a list of solution provider to consider on our EDI web site. Please note, those services should be arranged directly with a provider of your choice and as such, the service relationship is between you and the solution provider and not Rite Aid.

If there are any questions, please reference the contact information below for any assistance.

Rite Aid EDI Services Department:

- Helpline: 717-731-3815
- Fax number: 717-975-8623
- Email: edi@riteaid.com

Request that you please complete and return the Trading Partner Profile questionnaire to edi@riteaid.com or Fax 717-975-8623.

Thank you.

Rite Aid
EDI Services Department
Category Management Department
Accounts Payable Department



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RITE AID EDI TRADING PARTNER PROFILE
DSD Invoice and Advance Ship Notice

Please Provide Current Status Below

EDI Invoice (810)

- Yes we will support EDI item level invoicing and credits
- Yes planning to support EDI item level invoicing (specify date _____)
- No we have no plans to support EDI invoice transaction

EDI ASN (856)

- Yes we will support EDI ASN
- Yes planning to support EDI ASN (specify date _____)
- No we have no plans to support EDI ASN transaction

Rite Aid Assigned 5 Digit Vender #: _____ **Date:** _____

Company Name: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

EDI Contact(s)

Name: _____

Title: _____ **Email:** _____

Phone: _____ **Ext:** _____ **Time Zone:** _____

Name: _____

Title: _____ **Email:** _____

Phone: _____ **Ext:** _____ **Time Zone:** _____

Business Contact(s)

Name: _____

Title: _____ **Email:** _____

Phone: _____ **Ext:** _____ **Time Zone:** _____

Name: _____

Title: _____ Email: _____
Phone: _____ Ext: _____ Time Zone: _____

Completed By: _____ Title _____

Comments:

Please return this Trading Partner Profile To
FAX (717) 975-8623 OR EMAIL TO EDI@RITEAID.COM