

Instructions for Purchase Order and Supplier Portal Upload

An electronic copy of this Purchase Order is available on the Supplier Portal. You must log in to the Portal at <https://valo.inwk.com/#/> in order to enter shipment information and upload your invoice. For assistance in accessing or using the Portal, please contact HHGVendorGovernance@hhglobal.com.

InnerWorkings pays on the value of the Purchase Order for the quantity shipped - please review your PO and contact the noted Production Manager with any questions.

**iSee Store Innovations - HHG
Strategic Partner**

Nathan Underhill
139 West Monroe Avenue
Kirkwood, MO 63122
USA

Purchase Order

PO Number: PO-1000-00305085-1
Date: 12/02/2021
Contact: Teresa Bailey
Email: teresa.bailey@inwk.com

Job: H1 Q1 SUP HRS22S1042379: HRS 22 S Cooler Door Rack - Ranch Water

For: Wood Terminals LLC - SC

Shipment Method: Supplier Ship Method

Item Details
Item 1: HRS22S1042379: HRS 22 S Cooler Door Rack - Ranch Water

Quantity	Unit Cost	Total Item Cost	Overs%	Unders%
177	\$45.80000000	\$8,106.60	0.00	0

Delivery

Ship Date	Delivery Date	Address	Quantity
	01/15/2022	InnerWorkings / MCX ATTN: Innerworkings MCX 8725 31st Street Kenosha, WI 53144 USA	177

Item 2: HRS22S1042379-C: HRS 22 S Cooler Door Rack-Ranch Water

Quantity	Unit Cost	Total Item Cost	Overs%	Unders%
12	\$45.80000000	\$549.60	0.00	0

Delivery

Ship Date	Delivery Date	Address	Quantity
	01/15/2022	InnerWorkings / MCX ATTN: Innerworkings MCX 8725 31st Street Kenosha, WI 53144 USA	12

Item 3: HRS22S1042379: HRS 22 S Cooler Door Rack- Freight

Quantity	Unit Cost	Total Item Cost	Overs%	Unders%
189	\$2.76000000	\$521.64	0.00	0

Delivery

Ship Date	Delivery Date	Address	Quantity
	01/15/2022	InnerWorkings / MCX ATTN: Innerworkings MCX 8725 31st Street Kenosha, WI 53144 USA	189

PO Notes

IMPORTANT NOTE: New Ship To location is MCX/Kenosha
DO NOT USE HH GLOBAL OR MCX FREIGHT ACCOUNTS
THIS PO MUST BE SHIPPED BY THE SUPPLIER'S SHIP METHOD – FAILURE TO DO SO
WILL RESULT IN A SHORT PAID INVOICE

ITEM #: HRS22S1042379
PROGRAM CODE: S22HRS284

ITEM #: HRS22S1042379-C
PROGRAM CODE: W1RI

Failure to comply with item and labeling requirements will result in a fee and short paid invoice.

See 'MCX Vendor Tools Labeling Guide' for detailed instructions on how to pull the required labels to generate labels that should be affixed to all material being sent to InnerWorkings' Kenosha, WI warehouse.

In order to use this tool, a user needs to have been provided logon credentials and have knowledge of either a purchase order number or an SKU ID for a given shipment of material. This guide explains how to navigate to and use this tool via a web browser on the internet.

Logon credentials are provided by InnerWorkings' Kenosha Warehouse customer service group. Suppliers can contact this group via the below methods:
For questions or assistance please contact MCX.Logistics.Domestic@inwk.com for domestic shipments or MCX.Logistics.International@inwk.com for international shipments.

Shipping Notes

Pricing

- Apex Quad- wide: \$22.90 per unit (\$45.80 per box of 2 units), shipping to MCX is \$1.38 per unit (\$2.76 per box of 2 units).

I matched the budget on the PO
189 boxes of 2 (378 units)

Summary

Sub Total: **\$9,177.84**

Total: **\$9,177.84**

Important

- Nothing above the quoted PO price will be paid without prior written approval from InnerWorkings, Inc
- All shipments must appear to have come from InnerWorkings, Inc
- Acceptance or commencement of activities related to this Purchase Order constitutes agreement with InnerWorkings, Inc.'s Purchase Order Terms and Conditions posted at <https://www.hhglobal.com/media/21113/non-vs-a-po-tcs-for-americas.pdf>

You must have this PO number on your invoice: PO-1000-00305085-1
