

## GLOBAL OPERATIONS GROUP

WOLVERINE WORLD WIDE, INC.



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January 11, 2010

Wolverine World Wide, Inc. Retail Division  
dba  
Hush Puppies & Family, Track 'N Trail,  
Rockford Footwear Depot & Merrell  
Routing Guide

Dear Valued Vendors:

### Routing of shipments to our stores:

- **Up to 400 lbs. on a Per Store Basis , ship via Fed Ex Ground collect.**
- **Over 400 lbs. on a Per Store Basis, email [traffidl@wwwinc.com](mailto:traffidl@wwwinc.com) for routing instructions.**

### Note regarding shipping weight:

- Cartons equal to or greater than 3 cubic feet are subject to billing at dimensional weight. To calculate the cubic feet of your cartons, calculate the cubic inches, i.e. length x width x height and divide by 1728 (the number of cubic inches in a cubic foot).  
Example: a carton with dimensions of 24 x 20 x 18 inches = 8640 cu inches divided by 1728 = 5.0 cu feet.
- In order to calculate dimensional weight under the small parcel dimensional weight rule (which applies only to cartons equal to or greater than 3 cubic feet), multiply length x width x height in inches and divide by **250** (this divisor is unique to WWW).  
Example: a carton with dimensions of 24 x 20 x 18 inches = 8640 cu inches divided by 250 = 35 lbs.
- If the dimensional weight of your carton is up to 25% more than the actual weight, please ship as instructed above. Example: The carton above has an actual weight of 30 lbs and a dimensional weight of 35 lbs.  $30 \times 25\% = 37.5$  lbs. At 35 lbs this carton is within tolerance to ship via FedEx Ground.

**Urgently note:**

- Collect freight terms via Fed Ex Ground do NOT require a FedEx account number.
- Collect freight terms are NOT the same as Bill Recipient or 3<sup>rd</sup> party billing. If you are unsure how to ship freight collect and you are using a FedEx shipping platform, e.g. fedex.com, FedEx Ship Manager, or FedEx provided software, please contact **FedEx Technical Support for assistance at ph# 877-339-2774**. If you are using 3<sup>rd</sup> party vendor provided software and are unsure how to ship freight collect, please contact the vendor for assistance.
- Any vendor using Fed Ex Express service or shipping via UPS without written authorization from WWW Retail or shipping under any freight term than **collect** will be charged back excess freight cost + a minimum \$100 per occurrence.
- Any vendor failing to comply with the instructions within this manual will be charged back excess freight cost plus a minimum \$100 administration fee per occurrence.