

Anna's Linens Notification and Acknowledgement of Partner Guide – Version 2009.1

A corporate Officer or Principal must sign this acknowledgement. We appreciate your prompt response in this matter and your commitment to meeting Anna's Linens' compliance standards.

Company Name: _____

Name of all Subsidiaries: _____

Anna's Linens Vendor #: _____

Officer or Principal Name: _____

Title: _____

E-mail Address: _____

Street Address: _____

City, State & Zip Code: _____

In order to ensure that we have the most up to date contact information, please provide us with a point of contact in EDI, a Vendor Compliance contact [in charge of compliance], as well as Credit Manager contact information.

EDI Contact: _____

Telephone: _____

E-mail Address: _____

Vendor Compliance Contact: _____

Telephone: _____

E-mail Address: _____

Credit Manager: _____

Telephone: _____

E-mail Address: _____

Subsidiaries

There will be cases where the parent company for one of our vendor partners will differ from the vendor of record. In other cases, Anna's Linens will conduct business with the parent company and all or part of the wholly owned subsidiaries. The parent company may sign off on the 2009 Partner Guide for itself and all of its subsidiaries. In this case, we ask the parent company to list the subsidiaries conducting business with Anna's Linens and to sign the Acknowledgment Form on their behalf. If the parent company wishes, the subsidiaries may sign the Acknowledgment Form solely for their respective division.

Sub-Vendors

As a Sub-Vendor (approved in advance), Anna's Linens vendor partners are still required to sign off on the Vendor Standards Manual acknowledging compliance with all sections.

Material Safety Data Sheet

Anna's Linens requires all vendors to provide a Material Safety Data Sheet (MSDS) for all products which require a MSDS. If this applies, we require our vendor partners to attach the MSDS to the Acknowledgement Form when sending. Non-compliance to this requirement will result in compliance offset fees.

Please send this form along with a certificate of insurance and any Material Safety Data Sheets (where applicable) via mail to:

Anna's Linens, Attn: Vendor Compliance, 3550 Hyland Ave, Costa Mesa CA 92626. If you prefer, you may fax this documentation to 714-460-2813, or scan and e-mail a copy of the documents to compliance@annaslinens.com.

Your response must be received by or before May 31, 2009. Failure to respond by this date could result in purchase order delays.

I acknowledge that I have received and agree to the terms and conditions in the Anna's Linens Vendor Partner Guide. I understand that these terms and conditions will apply for all purchase orders which are made between _____ and Anna's Linens. (Company Name)

Officer or Principal Signature

Date