GROCERY SUPPLY COMPANY

IMPACTING LIVES THROUGH EXCEPTIONAL SERVICE

RECEIVING POLICY

1. Warehouse Information

   Sulphur Springs Distribution Center – 130 N. Hillcrest Drive, Sulphur Springs, TX 75482

   - *Receiving Appointments - 4:00 am to 10:00 am CST, Monday thru Friday*
   - *For appointment, schedule online at grocerysupply.com/scheduledelivery/*
   - If needing further assistance, call (682) 267-8764 *4:00 am to 12:00 noon CST, Monday thru Friday.*
   - All online appointments requested after 12:00 noon CST will be confirmed on the next business day.

   Brenham Distribution Center – 602 W. First Street, Brenham, TX 77833

   - *Receiving Appointments - 4:30 am to 10:00 am CST, Monday thru Friday*
   - *Cooler/Freezer Receiving Hours – 8:00 am to 10:00 am CST, Monday thru Thursday*
   - *For appointment, schedule online at grocerysupply.com/scheduledelivery/*
   - If needing further assistance, call (979) 277-7663 *4:30 am to 12:00 noon CST, Monday thru Friday*.
   - All online appointments requested after 12:00 noon CST will be confirmed on the next business day.

   Grocery Supply Southeast - 5173 Pioneer Road, Meridian, MS 39301

   - *Receiving Appointments - 4:00 am to 12:00 noon CST, Monday thru Friday*
   - *For appointment, schedule online at grocerysupply.com/scheduledelivery/*
   - If needing further assistance, call (682) 267-8979 during receiving hours.
   - All online appointments requested after 12:00 noon CST will be confirmed on the next business day.

2. All inbound loads are scheduled by appointment only.
3. Appointments must be scheduled at least two business days in advance
4. No standing appointments are accepted.
5. All loads are driver unload (sort and segregate), or lumpers can be hired.
6. All lumpers are Grocery Supply Company employees.
7. Lumper fees are charged per PO by vendor and are calculated by the number of items and number of cases.
8. If a vendor has multiple POs per load, each PO will incur a separate lumper charge except when there are 100 cases or less.
9. Any loads later than 1 hour are subject to reschedule. Additional charges will be assessed for the following:
   - Tardiness of more than 1 hour - $250
   - Arriving without an appointment - $500
   - Failing to keep an appointment - $500
   - Loads rescheduled within 2 business days of appointment - $250

   These fees may be waived when special arrangements have been made in advance or when approved by GSC Management.
10. All payments for lumper and/or disrupted appointments are processed using RELAY