

## INSTRUCTIONS FOR PRE-PRICING (For Warehouse PO and HL designed items)

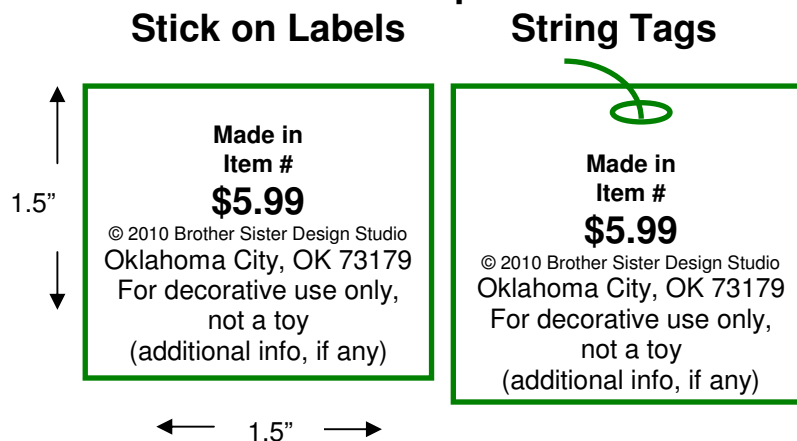
**ALL ITEMS SHIPPED TO HOBBY LOBBY STORES INC. MUST BE PRE-PRICED. VENDOR MUST PROVIDE PROOFS FOR PRE-PRICE LABELS FOR HOBBY LOBBY'S EXAMINATION.**

- ◆ Price labels must be placed directly on the item, not the box.
- ◆ Items purchased by set will have individual pre-prices in the comment line on the purchase order.
- ◆ Please double confirm if the cube feet information matches with our Purchase order shown. Otherwise, please let us know immediately because it will affect our retail price. When all information is correct, please send a draft to us for confirmation before printing.
- ◆ Label size – 1.5"X1.5"
- ◆ White label with black printing

### Ticket information needed

1. Country of origin
2. Item # (Hobby Lobby item#)
3. Retail Price
4. Copyright info
5. Oklahoma City, OK 73179
6. For decorative use only statement (please refer to the details on PO).
7. Additional info – only required for specific PO/Item, please refer to the details on PO and next page.

### Examples



**Additional info for preprice tag -**

-For items with few pieces per set, please add “set of ?” on the label/tag (if any), and place a label/tag on each piece, for example :



-For items with few different sizes (per set) but with same item#, and buyer requested to show the breakdown price for each size, please add “S, M, L, XL” after the item#, for example :



- Any item with metal stands

The pre-price labels for any item with metal stands need to state with “Stand Included”, for example :



- Collection code for polyresin items:

For any resin collection, the pre-price labels need to state Collection Letter "A", "B", "C"...etc. Please refer to PO details. For example : (X = A,B,C ... etc)



- Group code for Wood items:

For some group, the pre-price labels need to state Group code "A1", "A2", "A3"...etc. Please refer to PO details. For example : (XX = A1,A2,A3 ... etc)

