



August 4, 2025

Subject: Direct Import Vendor - Sample Shipping Instructions

Dear Valued Vendor,

Mardel is adjusting sample shipment policy due to recent changes by the US Government regarding importing samples. The use of Mardel's DHL account is no longer available to vendors.

Effective August 8, 2025, Mardel direct import vendors will be responsible for all sample shipments to the Mardel corporate offices.

Please read the attached "*Direct Import Vendor – Sample Shipping Instructions*" for full responsibilities and instructions. This document is located on [Vendor Portal > Documents > Import](#) and on <https://docs.hobbylobby.com/>.

If there are any questions, please email [vendor@hobbylobby.com](mailto:vendor@hobbylobby.com)

Sincerely,

Jay DePalmo