

HOBBY LOBBY

Buying Resources

Monday, June 22, 2026

Subject: Electronic Testing Request Form > Bureau Veritas

Dear Valued Vendor,

Starting Wednesday 24, 2026, all Bureau Veritas (BV) Testing Request Forms must be completed at [OneSource Connect](#).

Electronic Testing Request Form (eTRF):

If BV is the designated testing lab for the PO, complete the eTRF on BV's OneSource Connect website:

- Log into OneSource Connect with your newly registered or renewed username and password at <https://app.onesourceconnect.com/user/login> to access BV's new eFiling portal. Refer to the previously sent *Vendor Letter - BV Registration for CPSC eFiling* for details.
- Select "Request Service" for navigation to the correct form.
- Follow the attached *eTRF Hobby Lobby and OneSource Instructions*.
- Hobby Lobby will continue to incur the initial cost of testing at the regular service rate for vendors.
 - Retest charges incurred due to failed test results, incomplete sample submission, or expedited surcharges will remain the responsibility of the vendor.

Important Notes:

- The eTRF is driven by the digitized Sales Confirmation (SC), therefore, the eTRF cannot be completed unless the SC has first been created and submitted on [Vendor Podium](#).
- A single eTRF may contain multiple SKUs from the same factory, but each factory must have a separate eTRF.

Contact Information:

- **Website Issues:** For specific OneSource Connect website questions, email ann.an@bureauveritas.com.
- **eFiling Questions:** For all other questions, email efiling@hobbylobby.com.

Sincerely,

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