



February 23, 2023

Subject: Import Vendor Zip Code Requirements

Dear Vendor,

Hobby Lobby requires vendors to provide supply chain information from the raw materials to the finished product imported to the United States upon request. Within this process, it is essential to maintain vendor compliance with US Customs and Border Protection ("CBP") requirements.

Effective going forward the CBP is requiring each factory zip code to be listed on the following:

- Sales Confirmation
- Commercial Invoice
- Packing List
- Transparency-One Platform

Sincerely,

Buying Resources