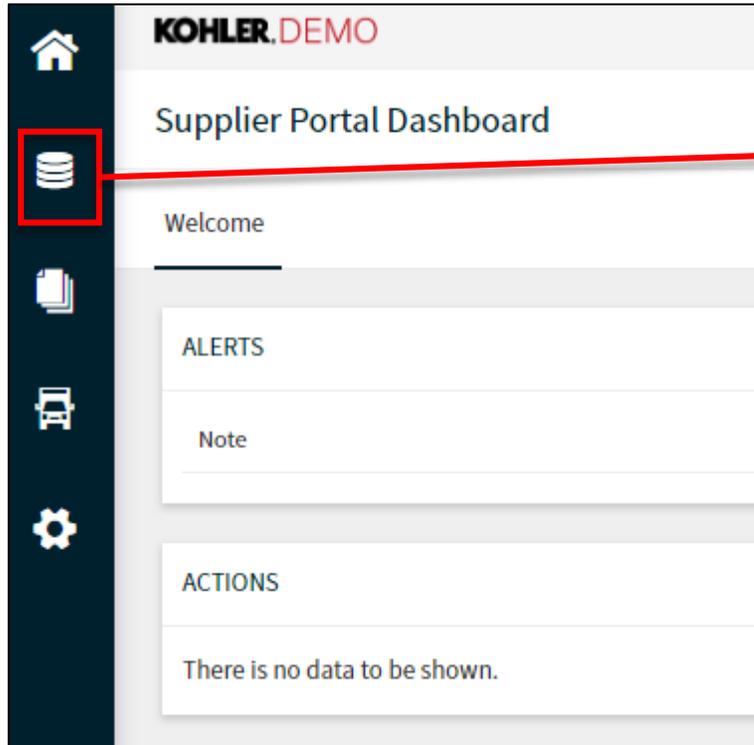# Supplier Registration: Logistics

KOHLER®
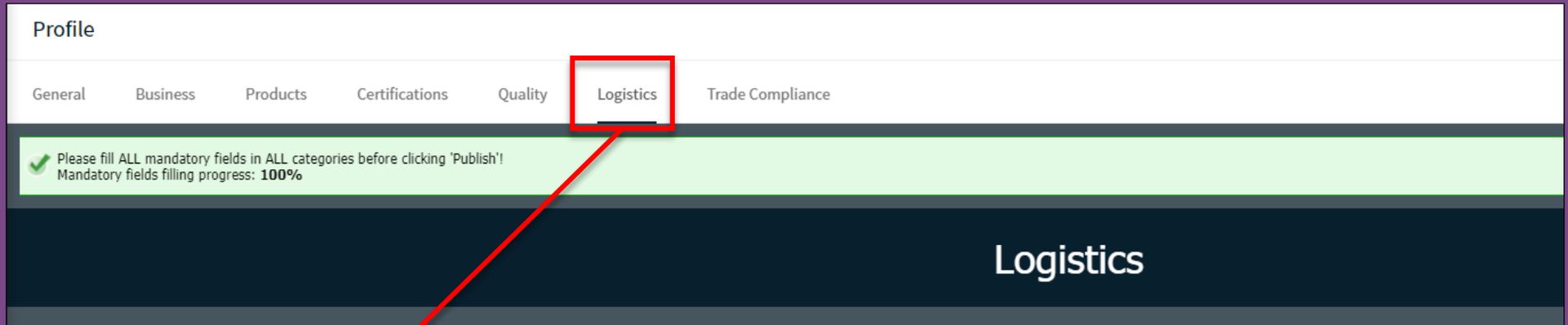Supplier Management Platform
powered by *JAGGAER*

Getting Started

From the Home Page of the Supplier Portal Dashboard, Click the Master Data symbol.
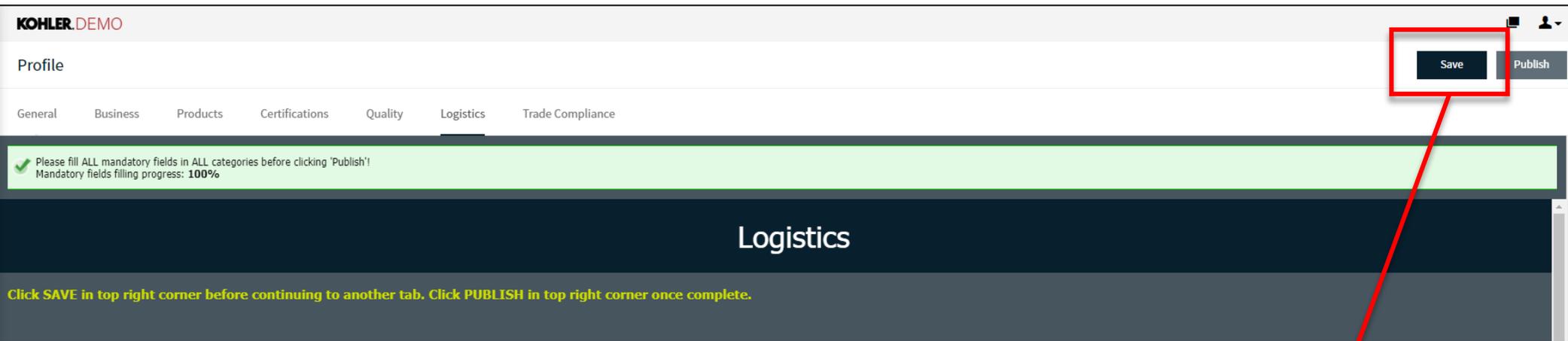
Select "Company Profile"

Getting Started

Profile

General   Business   Products   Certifications   Quality   **Logistics**   Trade Compliance

✔ Please fill ALL mandatory fields in ALL categories before clicking 'Publish'!
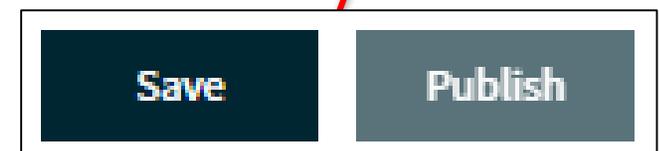Mandatory fields filling progress: **100%**

Logistics

From here, you can choose the **Logistics** tab to navigate to the logistics section.

The **Logistics** tab contains information on major facilities, customers, and export markets your business sells to or receives product from. **Although not mandatory, please fill in all available, relevant information to your business on this screen.**

Getting Started

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Profile

Save | Publish

General | Business | Products | Certifications | Quality | Logistics | Trade Compliance

✔ Please fill ALL mandatory fields in ALL categories before clicking 'Publish'!
Mandatory fields filling progress: **100%**

Logistics

Click SAVE in top right corner before continuing to another tab. Click PUBLISH in top right corner once complete.

Save | Publish

Save – Clicking Save does not send any data to Kohler, it simply saves your entries so you don't lose your progress next time you login.

Publish - Clicking Publish will save your entries to your profile and send this data over to Kohler. You will still be able to make changes after clicking publish.

YOU MUST CLICK **PUBLISH** if you want Kohler to receive any of your information

Facilities

Please provide key facility information for the logistics facilities you use in production for Kohler Co.

Key Supplier Facilities

Please list below the companies key facilities that will be used for production of materials

Facility Type	Facility Description	Size	% Capacity in Use	Total Employees
Production Facility	Prestige Manufacturing	100,000 SqFt	80	80
Production Facility	MX Manufacturing	150,000 SqFt	95	130
Warehouse	Prestige SW DC	800,000 SqFt	75	45
Warehouse				
Nearest Shipping Point	Prestige SE DC	750,000 SqFt	85	50

This is the closest location from which the goods will be shipped.

Top 5 Customers and Suppliers

Top 5 Customers and Sales %

Please list below your company's top 5 customers and the percent of sales for each.

Customer	% Sales 123

Please provide customer and supplier names.
(Provide percentages as whole numbers)

Top 5 Suppliers and Spend %

Please list below your company's top 5 suppliers and the percent of spend for each.

Supplier	% Spend 123

Top 5 customers based on <u>sales percentage</u>
Top 5 suppliers based on <u>spend percentage</u>

Note: Does not need to make up 100% of business

Export Territories

If your company does not export goods,
Leave Export sales & territory information blank!

Sales Domestic vs Export

Domestic Sales 123

Export Sales 123

Please record sales as a whole
number based on dollar value.

Export Territories and Market %

Please list below your company's key export territories and the percent of sales for each (percent total should equal 100%).

Territory	% Sales 123

Ensure the total
equals 100% for
export territory sales,
this does not include
domestic sales.

Freight Information

Example of a freight forwarder and carrier
(may also be the same company)

Primary Freight

What is the primary freight forwarder? | C.H. Robinson

What is the primary freight carrier? | Federal Express

Click SAVE in top right corner before continuing to another tab. Click PUBLISH in top right corner once complete.

This completes the guide on: Supplier Registration: Logistics

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