

Supplier's Guidelines The content of this Annex applies only to Monterrey Plant (HERSMEX).

PURPOSE:

Our business performance is based on the logistical reliability, which is determined by how we co-operate with our suppliers. This manual is made to improve and ensure this process. It describes the main issues of co-operation in Monterrey Location and it is intended to support our suppliers by offering summarized, binding information.

SHIPMENTS

Suppliers must follow delivery conditions according to Hershey's Purchase Order (PO), there are 3 different ways to ship the goods:

- Shipments through Laredo Texas warehouse
- Shipments through a Sea Port
- Direct Shipments to Monterrey (Monterrey International Airport)

Import documents through Laredo Texas warehouse:

- Invoice
- Certificate of Origen (Rules of origin must be followed according to each Free Trade Agreement)
- BL (All shipments delivered at Expeditors warehouse should arrive with Bill of Lading consigned to:
 Expeditors International of Washington

8510 W. Bob Bullock Loop Laredo, <u>Tx_78045</u> USA Southbound Terminal Phone: 956-721-7070

• Certificate of Shelf Life

INVOICE must read:

Bill to Address: The Hershey Company 19 EAST CHOCOLATE AVENUE Hershey, PA 17033 Tax ID: 23-0691590

Consignee to Address:

HERSMEX S. DE R.L. DE C.V. AV. INDUSTRIAS DEL PONIENTE # 201 COLONIA CENTRO, GENERAL ESCOBEDO NUEVO LEON, MEXICO C.P. 66050 Tax ID: HER060908TH9

HERSMEX S. DE R.L. DE C.V. Ave. Industrias del Poniente #201, Col. Centro, General Escobedo, N.L. 66050 Conmutador. +52 (81) 8154 1300



Note: Invoice and shelf life information must match with physical goods shipped and packaging product labels (quantity, item number, weight, lot number etc.) To avoid any problems concerning shipments, customs clearance and payments, the shipping documents must be sent by e- mail to the following contacts as soon as the shipment leaves

supplier's facility.

MTYPlanningTeam@hersheys.com MTYImport-Export@hersheys.com PackingHouse@hersheys.com RawMaterial@hersheys.com Alonso.Moreno@expeditors.com Omar.Torres@expeditors.com ricardo.bermea@expeditors.com nld-sbhershey@expeditors.com

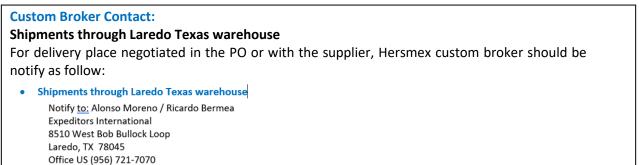
Additional import documents that must be provided depending on the type of product may apply :

• Free	Sale Certificate	(Original should be send to the custom broker)
Affida	avit	(Original should be send to the custom broker)
• Certi	ficate of analysis	(Original should be send to the custom broker)
 USDA 	A Certificate	(Original should be send to the custom broker)
 Mate 	rial Safety Data Sheet	(MSDS for dangerous goods only)
 Sugar 	r percentage	(for chocolates, candies and gums)
Sugar	r re-export Program	(for chocolates, candies and gums)

If missing documents goods could not be released and will remain at customs until the documents are received complete and correct. Each additional day has an extra charge so we can not storage the products in the border.

To avoid delays for customs clearance, import documents are necessary to be added also in the shipment.

One box/drum/bag of the complete shipment should have the documents attached (e.g. in a plastic bag, envelope, folder). This package should be clearly marked in order for our broker to be able to identify it easily.



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