



31 35th Street • Pittsburgh, Pennsylvania 15201

October 11, 2023

Dear Vendor Partners,

As you may be familiar, GetGo and Giant Eagle previously launched a Vendor Application across our stores' handheld devices. The goal of this tool was to allow for DSD vendor to electronically sign in and out of the store during service visits and deliveries, replacing manual paper logbooks. Additionally, the tool allowed for Store Leadership to leave a written message for their vendor to see during their next visit. Unfortunately, the pandemic caused us to revert to paper, and this application fell by the wayside at most stores.

In the coming weeks, GetGo will be relaunching the Vendor Application across all stores. Beginning on **Monday, October 30th, all DSD vendors delivering into GetGo stores will be required to sign in and out via the Vendor Application** on the stores' handhelds. This includes both drivers and sales reps. Please ensure that this information is shared with your teams in the field.

We'd also like to take this opportunity to recirculate the DSD Vendor Responsibilities within GetGo stores on the enclosed PDF. This document details existing vendor standards that have always been in place for GetGo stores to ensure efficient operations and safety for GetGo, our vendor partners, and our guests. Please review this information and share with your field teams, with a few key reminders:

- Deliveries must occur during receiving hours, based upon store format
- Vendors are not permitted to deliver unauthorized product that is not on POG or any displays that are not approved by your GetGo merchant
- Orders must be reviewed with Store Leadership before submitting
- GetGo Store Leadership will verify the number of cases at the time of delivery for EDI confirmation

As always, we appreciate your continued partnership. Please reach out to your GetGo category merchant with any questions.

Sincerely,

A handwritten signature in black ink that reads "Megan Chmura".

Megan Chmura
Sr. Director of GetGo Center Store

