

Corporate Headquarters
6250 LBJ Freeway
Dallas, TX 75240-6321
(972) 387-3562

Dear New Vendor,

We welcome you and your team to a new partnership with Tuesday Morning. It has been our ongoing focus to build strong partnerships with our vendor community. We truly value the partnerships we have built over the years and look forward to prospering together in the years to come. In saying that, we have put together a very easy to follow new vendor package that will kick start our onboard process.

1. Follow the steps below to become a partner with Tuesday Morning prior to signing the new vendor package.

- Visit the Vendor website at <http://www.tuesdaymorningvendors.com/>
- Review and understand the Vendor Manual
- Review TMS Instructions and Website

2. Please complete the attached new vendor package.

Tuesday Morning will not provide the official Purchase Order without all of the below required documents.

- New Vendor Information Form
- Vendor Manual Acknowledgement Form
- Safety Data Sheet Requirements
- Submit Proof of Liability Insurance
- Submit Carton Marking Sample

Documents must be submitted to vendor relations within one business day. The PO will not be provided until all the documents are approved. Please use the check list above to ensure everything is completed before submitting the documents by email to vendorrelations@tuesdaymorning.com. When submitting your documents please type "NEW VENDOR" followed by your companies legal name in the subject.

Sincerely,

Tuesday Morning