



Empire Merchants  
16 Bridgewater Street  
Brooklyn, NY 11222  
empiremerchants.com

**NOTICE OF CHANGE IN CHARGES IN CONNECTION WITH  
WAREHOUSE RECEIPT**

Dear Valued Customer,

January 25, 2019

Effective April 1, 2019, Empire Merchants, LLC will charge a \$3.00 delivery fee when goods are released from Bill & Storage if there are no other regular deliveries to the same location on the same day. As required under your current warehouse receipt, we are giving you 60 days' notice of these changes. This fee will be shown on your monthly Bill and Storage invoice and will reference the date of the Bill and Store (B&S) deliveries.

Additionally, we also want to take this opportunity to remind you that in response to a change to the Bill and Hold Advisory in October 2017 (SLA Advisory #2017-1), the retailer is required to accept delivery of any and all product ordered that has remained in Empire Merchants' possession for a period of eighteen (18) months from the date of the acceptance of the order. All new B&S orders processed after October 1, 2017 are impacted by this change to the advisory. Please review your records and/or contact your sales representative or Customer Service to determine if you currently have goods stored in our warehouse for 18 months or longer and arrange to release these goods. Goods in storage for more than 18 months are noted on your monthly storage invoice. If you do not accept receipt of the goods delivered, Empire is required to notify the SLA that you are in not in compliance with Advisory #2017-1. It is imperative that you continue to monitor and review your monthly statement in order to track the length of time that goods are in storage and remain in compliance with this Advisory.

If you accept the new \$3.00 delivery fee, you do not need to reply to this letter and the new delivery fee will be assessed as appropriate starting on April 1, 2019 and shown on your monthly Bill and Storage invoice starting on April 21<sup>st</sup>.

However, if you do **not** wish to accept the new delivery fee, you must take any goods out of storage as soon as practical as the new fee will be assessed starting April 1<sup>st</sup>. Additionally, you must complete the section attached and return no later than March 26, 2019. This document can be faxed to Empire Merchants at 800-441-5596 or mailed to the following address:

Empire Merchants, LLC  
Attention: Bill McCarthy  
16 Bridgewater Street  
Brooklyn, New York 11222

**Please note if you do not accept the new delivery fee, Empire Merchants, LLC will not accept new Storage orders from you on or after April 1, 2019.**

If you have questions, please contact your sales representative. Thank you for your prompt attention.

Very truly yours,

Nina Viterbo  
Director of Customer Care  
Empire Merchants, LLC

**NOTICE OF CHANGE IN STORAGE CHARGES IN CONNECTION WITH WAREHOUSE  
RECEIPT**

**This only needs to be completed if you do NOT wish to accept the new delivery fee effective April 1, 2019.**

{Please print clearly}

Customer Name: \_\_\_\_\_

Customer Account Number: \_\_\_\_\_

By signing below, I understand that commencing April 1, 2019, the undersigned will no longer be able to place new Storage orders with Empire Merchants, LLC.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

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Empire Merchants, LLC  
Attention: Bill McCarthy  
16 Bridgewater Street  
Brooklyn, New York 11222