

May 23rd, 2008

In an ongoing effort to maintain current and accurate records, we will at certain times request from our vendor partners, information to ensure our data systems are up to date.

In order to achieve this we are asking you to provide your vendor contact information including your **Canadian warehouse ship from location**. By doing so, we will be able to ensure more accurate and timely payment of your freight invoices.

We are also requesting you provide us with street addresses and contact information for the following departments within your company: Accounts Payable; Executive; EDI; and Vendor Compliance. In having this remaining information all of our business processes will flow seamlessly which in turn will help achieve a better flow of communication between the two companies.

Please complete the attached document and return it to me via e-mail or fax to my contact information noted below.

Thank you for your prompt response.

Regards,



Tim Friesen
Manager, Vendor Standards
The Forzani Group Ltd.
Phone (403) 717-1456
Fax (403) 717-1393
tfriesen@forzani.com



VENDOR CONTACT FORM

(Merchandise)

Vendor Legal Name:			
Vendor Number:			
Remit To Name: <i>(If Different than Legal Name)</i>			
Accounts Payable Remit To Address:	Street		
	City:	Province / State:	Postal / Zip Code:
	Phone:	Fax:	

Vendor Executive Contact	Name:		Email:	
	Phone:		Fax:	
	Street			
	City:	Province / State:	Postal / Zip Code:	

Vendor EDI Contact	Name:		Email:	
	Phone:		Fax:	
	Street			
	City:	Province / State:	Postal / Zip Code:	

Vendor Compliance Contact	Name:		Email:	
	Phone:		Fax:	
	Street			
	City:	Province / State:	Postal / Zip Code:	

Canadian Ship From Warehouse Location	Contact Name:		Contact Email:	
	Phone:		Fax:	
	Street			
	City:	Province:	Postal Code:	