

Attention: Potential New Harmons Vendor:

Subject: Requirements for New Item Consideration

Thank you for your interest in getting your product(s) considered to be authorized in our stores. Due to the large number of requests we receive, we've established some initial requirements to start the process. Please deliver or send samples, pricing and product information to our office at the address shown on the bottom of this page.

1. Distribution plans and costs

- Our preference is to have all new items go through a distributor. There is a variety of great distributors, including a few locals already delivering to our stores and we suggest you contact one of the following companies:
 - Associated Food Stores
 - UNFI
 - On the Dot
 - Combined Sales
 - Tony's Fine Foods

2. Live samples

- The product must have a scannable UPC and include nutritional information. **IMPORTANT:** Please complete the attached check-off list indicating everything applicable to the product (All Natural, Organic, Gluten Free, etc.).
- We will NOT accept any "Home Produced" or "Cottage Food" products.

3. Information about your company and product

- Make sure to include delivered store cost / pricing

NOTE: Once the applicable sales director has received all of this information, please allow at least two to four weeks for the review process; if they are interested and feel the item will be a good fit for the Harmons stores, you will be contacted to schedule a meeting. If your item gets approved you will be required to provide us with the following:

- \$2 Million insurance policy
- Copy of your Business License
- Copy of your UDAF Registration Permit (Utah Department of Agriculture & Food)

For books and magazines, you will need to contact the News Group at www.thenewsgroup.com and click on vendor links. Please be advised that you will have to guarantee to buy back every copy of your book or magazine that doesn't sell through the News Group.

Sincerely,
Harmons Sales Team



NEW VENDOR CONSIDERATION - PRODUCT CHECK-OFF LIST

Company Name:	
Contact Person:	Phone:

Website:
Email Address:

Distributor Name: _____

Plan for Distribution of Product to the Stores: _____

Attach Price List
*Please check each item that applies to your product

Product Description	UPC	Local	Utah's Own	Gluten Free	All Natural	Organic	Trans Fat Free	Country of Origin	Shelf Stable	Refrigerated / Frozen	Sustainable	Past or Current Product Line Controversy	Other	Delivered Store Cost / Pricing
1														
2														
3														
4														
5														
6														

What Department?	Grocery - Food	Dairy	Frozen	Natural / Specialty	Grocery - Non-Food	Home / G.M.	Health & Beauty	Bakery	Delicatessen	Floral	Meat	Produce	Other	Other
Product 1														
Product 2														
Product 3														
Product 4														
Product 5														
Product 6														

Comments: _____