



September 8, 2003

**Subject: ACTION REQUIRED - Missing Items into the ECCnet I&D Database**

Dear Madam, Dear Sir,

ECCnet I&D, a wholly owned subsidiary of the Electronic Commerce Council of Canada, has been mandated by Sobeys Capital Incorporated ("Sobeys") to audit and confirm that all their listed items were actually in the ECCnet I&D database (images, dimensions and other product attributes) and to ensure the integrity of the information. This major operation is intended to provide Sobeys with every element needed to meet their planogramming requirements.

To achieve this goal, ECCnet I&D will match Sobeys' list of items with those in ECCnet I&D's database. This process will allow ECCnet I&D to identify all items that have not been captured. At this time we would like to call on your renewed support to have the missing items that are carried as a regular listing at Sobeys stores to be submitted for registration

To facilitate your work, we have attached the list of your items that have been identified as missing in our database. We then ask you to submit the most recent packaging for imaging. Once we have received the product and validated the information, we will return to you a confirmation form along with the proper sequence number establishing that the item has now been entered into ECCnet I&D.

In order to meet the requirements of Sobeys, we are asking that the missing products be submitted to ECCnet I&D within six (6) weeks of the date of this letter (the "Deadline" October 20, 2003). ECCnet I&D will subsequently bill your company according to the current fee schedule issued by ECCnet I&D for loading products into the ECCnet I&D database (the "Loading Fee").

However, after the Deadline, if it is found that a number of items have not been submitted, Sobeys has mandated ECCnet I&D to go into a designated supermarket to collect and process all missing items. Your company will subsequently be charged an administration fee of \$100 per missing item in addition to the Loading Fee to cover the reasonable expenses incurred in the collection operation.

We thank you in advance for your cooperation. If further information is required, please contact the ECCnet I&D, Phyllis Ranallo by phone (514 355-8929), by fax (514 356-3235), by email ([phyllisr@eccc.org](mailto:phyllisr@eccc.org)) or contact Sobeys, Andrea Cottle by phone (905 671-5191), or by email ([andrea\\_cottle@sobeys.net](mailto:andrea_cottle@sobeys.net))

Bob Fulton  
Vice President, Merchandising, Planning and Pricing  
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Link to registration Forms/ Lien aux formulaires d'inscription:  
<http://www.eccc.org/I&D/learn/use.htm>