



Wheatbelt, Inc.



11721 NW Plaza Circle

Kansas City, MO 64153

Phone: (816) 243-8222 Fax: (816) 243-8236

Web address: www.wheatbeltusa.com



About Us

Incorporated in 1955, Wheatbelt formed by a small group of retailers that has grown into a nationwide membership with over 300 store locations. Wheatbelt is a member-owned buying group supplying independent Farm, Ranch and Home retailers with products and services.

Merchandising Programs & Communication

Wheatbelt, Inc. is committed to the success and growth of our members!

Merchandise Coordinators work with vendors to develop long-term relationships that include communication, innovative programs, and show specials to benefit our members. We encourage you to work closely with us throughout the year.

It is important that you are able to sell product and drop-ship to all locations. (Wheatbelt does not warehouse product). Discuss exceptions to this with your Merchandise Coordinator. We will communicate these exceptions to the membership.

New vendor review of product and program completed prior to approval. The Vendor Information Agreement should reflect a Wheatbelt Advantage. Central bill discount, extended terms, PPD freight, price list discounts, lowest net pricing or rebates that make Wheatbelt competitive with national chains. Wheatbelt programs should be better than a single direct program with a retailer, including a Wheatbelt member buying direct.

Vendor Information Agreement and Price Lists must be current. Wheatbelt members access this information from our website on a daily basis. Any changes to the Wheatbelt Vendor Agreement (including contact information) communicate to your Merchandise Coordinator.

Price lists are emailed to your Merchandise Coordinator in Excel (with UPC codes) each time a new one is released.

Price changes require a 60-day notice in writing including an explanation of price change. The Merchandise Coordinator will communicate on your behalf to the Wheatbelt membership, and post the new price list to your vendor page.

Programs, promotions and industry news communicate to your Merchandise Coordinator. They communicate each week to the membership through our email program called EMMA. Your Merchandise Coordinator can explain how this program works, the requirements, and share samples of EMMA postings.

Trade Show Information

Merchandise Coordinators will advise you about additional marketing, and show venues to increase your company's exposure, highlight programs, new items, and show specials

Wheatbelt show attendance is an important consideration prior to becoming an approved vendor. Historically we generate 75% of our volume as the result of a show. The shows are a vital key to growing your Wheatbelt business. It is highly recommended you attend at a minimum once per year.

Wheatbelt Shows are in February, June and September at the KCI Expo Center in Kansas City, Missouri. Shows are by email invitation. We offer three types of booths; regular, corner and center aisle starting at \$1350 for a regular booth, plus \$75 for each invoicing company in a booth. Booth sizes are 8 ½ x 10.

Shows offer opportunities to offer extended terms, pricing and freight discounts, in addition to the everyday program. Each vendor must complete a show sheet(s) detailing the show program. Completed show sheets announce to the membership, and posted to your vendor page on our website.

Accounting Invoicing and Credit

Central billing policy is a significant benefit to our vendors. With over 60 years of credit history – we guarantee payment of your invoices. Wheatbelt is the bill to and Wheatbelt stores are the ship to. A Wheatbelt store number identifies a Wheatbelt member's location(s). Wheatbelt pays the approved vendors invoices. Wheatbelt is the only account to set up and credit inquiry to make.

The failure to meet the basic requirements of show attendance, communication, current Vendor Agreement, and pricing will most likely result in your account and billing privileges terminated.



Credit Reference Information

The following is being presented to help you in establishing a line of credit for our firm. Wheatbelt is a distributor of a complete line of merchandise to independently owned Farm & Home Stores in 31 states. The main office is located at:

11721 Plaza Circle, Kansas City, MO 64153
P.O. Box 20287 (Zip 64195)
Phone (816) 243-8222 Fax (816) 243-8236
Federal Tax ID #45-0251664

The following are submitted as a credit reference:

Delta Consolidated

4800 Krueger Drive
Jonesboro, AR 72401
(870) 935-3711 Fax (870) 935-7073

Key Industries

400 Marble Rd - P. O. Box 389
Fort Scott, KS 66701-9990
(620) 223-2000 Fax (620) 223-5822

Behlen Country

P. O. Box 569
Columbus, NE 68601
(402) 563-7285 Fax (402) 563-7447

Fimco Corporation

891 Two Rivers Dr. - P.O. Box 1700
Dakota Dunes, SD 57049
(605) 232-6800 Fax (605) 232-6814

Keystone Steel & Wire

7000 S. W. Adams
Peoria, IL 61641
(309) 697-7020 Fax (309) 697-7486

Bank of Blue Valley Attn: Steve Fleischaker

11935 Riley, P.O. Box 26128
Overland Park, KS 66225-6128
(913) 338-1000

If you need any further information, please feel free to contact the Wheatbelt office.

Respectfully submitted,

Gary L. Mack

Gary L. Mack
Chief Operating Officer



Wheatbelt, Inc.

Vendor Information and Agreement

Business Location Information

Company Name _____ Sales Contact _____
Street Address _____ Email _____
_____ Phone (____) _____
City/State/Zip _____ Fax (____) _____
Website: _____ Toll Free (____) _____

Show Contact Information

Name: _____ Email _____ Phone: _____

Accounting / Invoice Remittance Information

Company Name _____ A/R Contact _____
(Name as it appears on invoice)
Street Address _____ Email _____
PO Box _____ Phone (____) _____
City/State/Zip _____ Fax (____) _____
Toll Free (____) _____

Are you interested in submitting billing transactions via electronic data transmission? Yes No

Manufacturer's Representative Information

(Complete if sales representative is from third party organization)

N A

Company Name _____ Contact _____
Street Address _____ Email _____
PO Box _____ Phone (____) _____
City/State/Zip _____ Fax (____) _____
Toll Free (____) _____

Wheatbelt Program

Core Product (s) _____ Payment Terms _____
Shipped From _____ Freight Terms _____ Minimum Order _____
Warranty _____ Defective Policy _____
Select one: Freight amount allowed in terms discount Freight amount not allowed in terms discount

Wheatbelt Trade Discount

NA

Trade Discount _____% Specify how traded discounts will be shown on invoices.
Select one: Discount is reflected in line item price Discount is listed separately on the invoice

Vendor Coop Program

NA

Coop Allowance (% , accrual, etc) _____
Contact Name _____
Claims
Address _____
City/State/Zip _____
Phone (____) _____ Fax (____) _____
Email Contact _____
Notes _____

Vendor Rebate Program

NA

Rebate Allowance (% , accrual, etc) _____
Contact Name _____
Claims
Address _____
City/State/Zip _____
Phone (____) _____ Fax (____) _____
Email Contact _____
Notes _____

Vendor Authorization and Acknowledgement

Name: _____
Signature: _____
Date: _____

All of our programs listed above are guaranteed to be equivalent or superior to any current programs offered to existing Wheatbelt, Inc. members and all programs offered to any member will be made available to every member. If not, Wheatbelt is authorized to automatically make deductions to achieve the same program level for each member. We guarantee we will not encourage or engage in any direct programs with Wheatbelt, Inc. members. We acknowledge receiving a copy of Wheatbelt, Inc.'s vendor information packet and agree to the billing document content standards specified in the packet.

Merchandising Department Approval

DMM Code: _____
Committee #: _____
DMM Approval: _____
Approval Date: _____
New Update # _____

Accounting Department Approval

Entered by: _____
Date Entered: _____
Approved by: _____
Approval Date: _____



Wheatbelt Certificate of Liability Insurance

A Certificate of Liability Insurance is required, listing Wheatbelt as an additional insured. Make sure the company name listed on the certificate matches the name used on your invoices. It will save time if you request Wheatbelt as a "Certificate Holder" through your insurance company as it will allow them to send us a copy each time your certificate is renewed.

Wheatbelt cannot carry product liability insurance as we do not sell or take ownership of products at our company.

Return this form along with the Certificate of Liability Insurance to our office.

Company Insured: _____

(As listed on invoices)



Accounts Payable Billing Information

Approved Vendor Set Up

A unique vendor ID number will be assigned to each new vendor who has been approved to do business with us. Prior to issuing a Vendor ID number, Wheatbelt requires the vendor to properly complete and return an assigned Vendor Information Agreement (VIA) form to our office. Once the VIA is processed, you will be contacted by your Vendor Service Representative (VSR) with your Vendor ID number and proper billing procedures.

Central Billing

Timely processing and prompt payment of vendor invoices are a key priority for us. All invoices and credit memos should be submitted directly to the Wheatbelt office and never to our member stores. If a member store does make a request to be setup with direct billing status, let them know that under the terms of your Vendor Agreement with Wheatbelt, all billing documents must be submitted directly to us. Any invoice or credit memo sent directly to the stores and then forwarded to our office will have payment terms applied based on the day they are received at Wheatbelt rather than the date of the document.

All invoices and credit memos submitted must contain your Wheatbelt Vendor ID number in the bill to section. See example below.

**WB VENDOR IS 000000
WHEATBELT INC
PO BOX 20287
KANSAS CITY, MISSOURI 64195-0287**

Invoices and credit memos submitted must contain the store number in the ship-to section (preferably in the first line). See example below.

**WB STORE NO 000999-000001
WHEATBELT STORE
123 MAIN STREET
EVERYWHERE, MO 64152**

Remit invoices and credit memos to ap@wheatbeltinc.com