

## NEXCOM UCC-128 Label Requirements

1. All Shipments to Nexcom Distribution centers require UCC-128 (SSCC-18) Shipping Container labels.
2. Your UCC-128 data must be included in your ship notice transmission.
3. You should have an ongoing UCC-128 bar code quality control program in place that ensures ANSI A or B print quality when scanning with a 10 mil aperture. Be sure to use “smudge-proof” labeling / ink and high quality paper products. For best results, the correct combination of paper, ink / ribbon and printer type should be chosen based on your method of shipping so that your labels arrive at our distribution centers in a scannable condition. Do not use colored paper for UCC-128 labels, use non-reflective label stock and ink.
4. Create your UCC-128 Shipping Container label based on the UCC specifications. If you use the 4” by 6” label format, your UCC-128 bar code should be 3.02” in length, 1.25” in height, with a .25” quiet zone on each side. Only use UCC / EAN-128, subset C bar code symbology with the nominal X dimension of 20 mil.
5. Every UCC-128 number you generate must be unique (across shipments, across divisions, across distribution centers, across departments, over time). NEVER REPEAT CARTON NUMBERS. Although industry standards state UCC-128 should not be re-used for 1 year, Nexcom strongly recommends that you never re-use UCC-128 numbers, and that you disable the ability to generate duplicate labels in your system. If you send us cartons with duplicate UCC-128 numbers you may not be paid on time.
6. If your carton is under 4 ½” in height, place the UCC-128 label on the top of the carton. Be sure the label is placed so that the bar code is scannable, i.e. not on a seam or the corner of the carton, no closer than 1.25” from any edge.
7. Do not affix a UCC-128 Shipping Container Label to your carton until you are providing pack level detail to your ASN transmission.
8. DO NOT COVER PRODUCT INFORMATION WITH THE UCC-128 label where the shipping carton is also the display (selling unit) carton on the selling floor (examples: toaster ovens, glassware sets, cookware sets, etc.). Use removable UCC-128 labels, shrink wrap each carton before applying the UCC-128 labels, or design your packaging to provide a space for the UCC-128 that does not interfere with selling floor display.

9. Do not cover your UCC-128 label with any tape. Covering the label with clear tape creates 'reflection' which causes your label to be unreadable.
10. Deface any internal bar coded labels you may use with a vertical stripe before the shipment leaves your facility. Do not cover your internal bar coded labels with a UCC-128. Your internal bar coded labels have the potential to interfere with our ability to scan your UCC-128 labels.
11. Nexcom transmits the Department number in the REF segment of the 850 Purchase Order document. An example of how data will transmit is:  
RF\*DP\*597  
Please refer to the 850 EDI Mapping Guides for additional information.

## **Shipping Label Requirements**

**All shipping labels (UCC-128 or manual) require the following information:**

1. Ship from (Company name & address) (Zone A)
2. Ship to name and address obtained  
Example: NEX Norfolk Distribution Center  
Bldg CD1 9222 Hampton Blvd  
Norfolk, VA 23511 (Zone B)
3. Postal Code – Zone C
4. Bill of lading number, carrier information- *Conditional Field* (Zone D)
5. Purchase order number and Department number (use a minimum 20 point bold font) (Zone E)
6. The "Mark For" information provided at time of routing. Store number (minimum 30 pt. bold font), Store name (no abbreviations) must be included in Zone H.
7. Standard for Shipping Container Codes (SSCC) -128 bar code symbology with (quiet zone of .25", minimum length of 3.02" and minimum height of 1.25", 20 digit Human Readable in Zone I)