

Correspondence Addresses and Phone Numbers

It is the intent of SSI to investigate and resolve all issues, questions, problems or concerns in a reasonable time frame. To process your correspondence efficiently please communicate your concerns in writing as quickly as possible. **SSI will not research issues older than 6 months.**

Any questions or issues regarding **EDI**, excluding non-compliance charge inquiries, should be directed to:

Stage Stores, Inc.
Attn: EDI Administrator Phone: 713-663-9756
10201 Main Street email: EDI@stagestores.com
Houston, TX 77025 Fax: (713) 660-3350

Any questions or issues regarding **packaging, Floor Ready Merchandise, Ticketing, UCC labeling, or general Vendor Requirements not including non-compliance violations**, should be directed to:

Stage Stores, Inc.
Attn: Logistics Dept Phone: (713) 295-5461
10201 Main Street email: Logistics@stagestores.com
Houston, TX 77025 Fax: (713) 838-4494

Any questions or issues regarding **routing or transportation**, excluding non-compliance charge inquiries, should be directed to:

Stage Stores, Inc.
Attn: Transportation Phone: (713) 838-4474
10201 Main Street email: Traffic@stagestores.com
Houston, TX 77025 Fax: (713) 838-4494

Any questions or issues regarding **freight violations and distribution allowance deductions** should be directed to:

Stage Stores, Inc.
Attn: Transportation email: Logistics@stagestores.com
10201 Main Street
Houston, TX 77025

Any questions or issues regarding **shipping violations** should be directed to:

Stage Stores, Inc.
Attn: Vendor Compliance Manager
506 Bealls Blvd. email: vendorcompliance@stagestores.com
Jacksonville, TX 75766

Any questions or issues regarding Return to Vendor RTV should be directed to:

Stage Stores, Inc. RTV Fax: (903) 586-2903
123 7 E. Rusk
Jacksonville, TX 75766

Any questions or issues concerning **invoice payments, remittance advice, shortages, or markdown allowances** should be directed to:

Attn: Vendor Relations Phone: (713) 838-4429
Accounts Payable Fax: (713) 663-9565
P.O. Box 20768
Houston, TX 77225-0768

Any questions or issues concerning **Damage Allowance** percent or deduction disputes should be directed to the appropriate buying office. These terms are negotiated between Sales Representative and Buyers.

All manual invoices should be directed to Stage Stores

Attn: Accounts Payable
PO Box 20768
Houston, TX 77225