

## Janis Auyang

---

**From:** Sherry Curry <sherry.curry@jlahome.com> on behalf of Sherry Curry  
**Sent:** Thursday, January 26, 2023 10:25 AM  
**To:** Janis Auyang; ar.dept@jlahome.com  
**Cc:** Joan Scotto; Nicole Longo; wee.ong@jlahome.com; Ping Gao  
**Subject:** FW: \*\*MacysNet Updates- UPS SurePost Migration - Non Compliance Exemption Needed Please

**Importance:** High

Hi Janis,

Please enter a dispute/deny for the \$107K in Macy's Net portal. Below is my email to VDF this morning with their response it is Macy's Transportation, not VDF assessing the charges. My email this morning is the most relevant dispute information that **our delay for SurePost implementation until January 13, 2023 was due to Macy's requiring JLA EDI & systems teams to develop an internal systems program unique to Macy's to compensate for Macy's systems not being upgraded nor capable of sending the Ship Method Service Level in the Dropship EDI 850 PO. If Macy's systems had the needed capability, JLA would have implemented UPS SurePost in September 2022.**

Thanks, Sherry

---

**From:** Sherry Curry [mailto:[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)]  
**Sent:** Thursday, January 26, 2023 9:05 AM  
**To:** 'Brian Savige'; 'Peter Daigle'  
**Cc:** '[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)'  
**Subject:** RE: \*\*MacysNet Updates- UPS SurePost Migration - Non Compliance Exemption Needed Please

Hi Brian,

Thanks for the quick response. I didn't think it was your team –but you and Peter are well appreciated long time partners and trusted sources of info & guidance.

Sounds like we need our EVP to work with Macy's Merchant Execs for this.

Best, Sherry

---

**From:** Brian Savige [mailto:[brian.savige@macys.com](mailto:brian.savige@macys.com)]  
**Sent:** Thursday, January 26, 2023 8:50 AM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)<external contact>; Peter Daigle  
**Cc:** [wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)  
**Subject:** RE: \*\*MacysNet Updates- UPS SurePost Migration - Non Compliance Exemption Needed Please

Sherry,

Our team is not responsible for any of the chargebacks. The only thing I can recommend is disputing on [macysnet.com](http://macysnet.com). Our transportation team is issuing the chargebacks and they haven't made any exceptions. Sorry I couldn't assist more.

**Brian Savige**

**Manager of Operations – Vendor Direct | Macy's, Inc.**

4401 Sarr Expressway | Stone Mountain, GA 30083

★ make life shine brighter

---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>

**Sent:** Thursday, January 26, 2023 11:42 AM

**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>; Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>

**Cc:** [wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)

**Subject:** RE: \*\*MacysNet Updates- UPS SurePost Migration - Non Compliance Exemption Needed Please

⚠ EXT MSG:

Hi Peter,

We are successfully up and active with UPS SurePost for Macy's as of January 13, 2023.

If Macy's system had the upgraded capability to send the Service Level Code in the EDI 850, we could have implemented in September 2022.

As a reminder, our systems & EDI teams needed the extra time to develop an integrated system workaround to compensate in lieu of Macy's systems that were not upgraded to specify the SurePost Service Level directive in the respective 850 POs.

We recently received a non-compliance chargeback of over \$100,000, that understandably is not acceptable. Especially under the circumstances.

What is the best way for our Executive teams to work with Macy's for these charges to be exempted & retracted? Should it be our EVP working with the Macy's Merchant Execs? Please advise.

As always – Best Regards, Sherry

---

**From:** Peter Daigle [mailto:[peter.daigle@macys.com](mailto:peter.daigle@macys.com)]

**Sent:** Wednesday, November 30, 2022 11:08 AM

**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)<external contact>; Brian Savige

**Cc:** [wee.ong@jlahome.com](mailto:wee.ong@jlahome.com); malijun; Macys\_UPS\_VDF\_Shipper\_Authentication

**Subject:** RE: \*\*MacysNet Updates- UPS SurePost Migration

Hi Sherry,

If you're shipping using pre-paid billing, you should already be seeing Surepost as a shipping option.

Copying our UPS partners, and asking them to confirm that Mailer IDs have been established for the accounts below:

449FE5

449FF1

449FA7

Peter

**Peter Daigle**

**Director of Operations – Vendor Direct | Macy's, Inc.**

4401 Sarr Pkwy | Stone Mountain, GA 30083

Office: 770-908-3562

★ make life shine brighter

---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Wednesday, November 30, 2022 1:49 PM  
**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>; Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>  
**Cc:** [wee.ong@jlahome.com](mailto:wee.ong@jlahome.com); malijun <[malijun@syncsoftinc.com](mailto:malijun@syncsoftinc.com)>  
**Subject:** RE: \*\*MacysNet Updates- UPS SurePost Migration

 EXT MSG:

Hi Peter and Brian,

Hope you are all doing well this holiday season.

What please, are the **Macy's UPS SurePost Account#s** we are to set up (integrate) for each ship from location? Listed below are the active Macy's UPS Prepaid Acct#s.

Customer	Carrier Name	Freight Term	Pick Up Address
MACY'S	UPS	Macy's Prepaid	SD2 - 550 Northport Parkway, Port Wentwo
MACY'S	UPS	Macy's Prepaid	SDC/SD3 - 311 International Trade Parkway, Port
MACY'S	UPS	Macy's Prepaid	WDC - 221 Hanson Way, Woodland, CA 9577

Best Regards, Sherry

---

**From:** Brian Savige [mailto:[brian.savige@macys.com](mailto:brian.savige@macys.com)]  
**Sent:** Wednesday, October 19, 2022 1:32 PM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)<external contact>  
**Cc:** Peter Daigle  
**Subject:** RE: \*\*MacysNet Updates

No vendor is exempt. Peter returns next Monday but I'm not sure what the process will be for any temporary exemptions.

**Brian Savige**  
**Manager of Operations – Vendor Direct | Macy's, Inc.**  
4401 Sarr Expressway | Stone Mountain, GA 30083  
Office: 770-491-2423  


---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Wednesday, October 19, 2022 4:15 PM  
**To:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>  
**Cc:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Subject:** RE: \*\*MacysNet Updates

 EXT MSG:

Hi Brian,

Thanks for the quick response. It's always good to hear from you!

On our side our integrated systems, operations and mandatory protocols adhere to the EDI PO directives for all VDF orders & can only follow the SCAC & Ship Method code.

Hopefully that is a future Macy's upgrade. Maybe next year?  
For now, is there a special exemption or grandfathering required for us to continue with the process in place for only UPS Ground? For us SI = UPS Ground.  
Or are we already exempt without needing to worry about noncompliance charges?

As always - Best Regards,  
Sherry

---

**From:** Brian Savige [mailto:[brian.savige@macys.com](mailto:brian.savige@macys.com)]  
**Sent:** Wednesday, October 19, 2022 12:42 PM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)<external contact>  
**Cc:** Peter Daigle  
**Subject:** RE: \*\*MacysNet Updates

Sherry,  
Our systems do not code for Surepost, all orders will come over as UPS ground.  
Unfortunately, our systems do not know the weight of millions of vendor items and at this time, there is no upgrade to transmit over a Surepost SCAC code.

**Brian Savige**  
**Manager of Operations – Vendor Direct | Macy's, Inc.**  
4401 Sarr Expressway | Stone Mountain, GA 30083  
Office: 770-491-2423  


---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Wednesday, October 19, 2022 3:37 PM  
**To:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>  
**Cc:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Subject:** FW: \*\*MacysNet Updates

 **EXT MSG:**  
Hi Brian,

I just saw Peter's Out of Office notice. Is it okay to send this to you to help advise?

Thanks, Sherry

---

**From:** Sherry Curry [mailto:[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)]  
**Sent:** Wednesday, October 19, 2022 12:31 PM  
**To:** 'Peter Daigle'  
**Subject:** RE: \*\*MacysNet Updates

Hi Peter,

Based on the most recent VDF documents sent out, we unfortunately have the same obstacle as before.  
Macy's systems needs to determine/select the Ship Method for each PO and specify in the EDI 850 TD.

If Macy's can specify in each PO, we can add a Macy's UPS SurePost Account. Any chance that is a near future possibility?

On the positive side - Macy's is already the Shipper Prepaid for the UPS Accounts you've set us up with; so we are half way there.

Thanks, Sherry

---

**From:** Peter Daigle [mailto:[peter.daigle@macys.com](mailto:peter.daigle@macys.com)]  
**Sent:** Monday, October 3, 2022 10:08 AM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)<external contact>  
**Subject:** RE: \*\*MacysNet Updates

Hi Sherry – just following up your team's progress on the Surepost migration.

Thanks,  
Peter

**Peter Daigle**  
**Director of Operations – Vendor Direct | Macy's, Inc.**  
4401 Sarr Pkwy | Stone Mountain, GA 30083  
Office: 770-908-3562  


---

**From:** Peter Daigle  
**Sent:** Thursday, September 1, 2022 8:38 AM  
**To:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Cc:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>; Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>  
**Subject:** RE: \*\*MacysNet Updates

Sherry,

Thanks for taking the time to connect.

While I'm making the request, are you wanting to see a LY analysis for NOV/DEC (i.e., what the variance would be had those cartons been metered using the SP rates)?

Peter

**Peter Daigle**  
**Director of Operations – Vendor Direct | Macy's, Inc.**  
4401 Sarr Pkwy | Stone Mountain, GA 30083  
Office: 770-908-3562  


---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Wednesday, August 31, 2022 4:31 PM  
**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Cc:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>; Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>  
**Subject:** RE: \*\*MacysNet Updates

 **EXT MSG:**  
Hi Peter,

Thanks again for today's call.

Macy's UPS Acct# 449FE5 is for Savannah SD2 warehouse, which should have the largest representation of <8 lbs for the history snapshot query for % & estimated \$.

If you can, please extract a couple dozen PO#s with multiple Line Items and/or multiple quantities on a Line for me to look at the warehouse configuration.

Best, Sherry

---

**From:** Peter Daigle [mailto:[peter.daigle@macys.com](mailto:peter.daigle@macys.com)]  
**Sent:** Wednesday, August 31, 2022 10:34 AM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com) <external contact>  
**Cc:** Brian Savige; Wee Ong  
**Subject:** RE: \*\*MacysNet Updates

Sounds good, chat with you then.

**Peter Daigle**  
**Director of Operations – Vendor Direct | Macy's, Inc.**  
4401 Sarr Pkwy | Stone Mountain, GA 30083  
Office: 770-908-3562  
★ make life shine brighter

---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Wednesday, August 31, 2022 1:31 PM  
**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Cc:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>; Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>  
**Subject:** RE: \*\*MacysNet Updates

⚠ EXT MSG:  
Thank You Peter!

I'll use the audio call in phone# at 12:30p Pacific/ 3:30p Eastern.

Sherry

---

**From:** Peter Daigle [mailto:[peter.daigle@macys.com](mailto:peter.daigle@macys.com)]  
**Sent:** Wednesday, August 31, 2022 10:19 AM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com) <external contact>  
**Cc:** Brian Savige; Wee Ong  
**Subject:** RE: \*\*MacysNet Updates

Thanks, Sherry – invite sent.

Peter

**Peter Daigle**  
**Director of Operations – Vendor Direct | Macy's, Inc.**  
4401 Sarr Pkwy | Stone Mountain, GA 30083  
Office: 770-908-3562  
★ make life shine brighter

---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Wednesday, August 31, 2022 1:00 PM  
**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Cc:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>; Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>  
**Subject:** RE: \*\*MacysNet Updates

 EXT MSG:  
Thanks Peter!

Let's try for today between 3p and 4p eastern. From this side, it will only be me on the call.

Sherry

---

**From:** Peter Daigle [mailto:[peter.daigle@macys.com](mailto:peter.daigle@macys.com)]  
**Sent:** Wednesday, August 31, 2022 9:09 AM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com) <external contact>  
**Cc:** Brian Savige; Wee Ong  
**Subject:** RE: \*\*MacysNet Updates

Sherry, of course.

I can to anytime between 3p and 4p eastern today, and anytime before noon on Friday eastern time. Let me know what works for you, and I'll send an invite.

Peter

**Peter Daigle**  
**Director of Operations – Vendor Direct | Macy's, Inc.**  
4401 Sarr Pkwy | Stone Mountain, GA 30083  
Office: 770-908-3562  


---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Wednesday, August 31, 2022 11:38 AM  
**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Cc:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>; Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>  
**Subject:** RE: \*\*MacysNet Updates

 EXT MSG:  
Hi Peter,

Are you available for call? I want to be sure I understand everything from Macy's perspective correctly before I take this to our sales execs.

Thanks, Sherry

---

**From:** Peter Daigle [mailto:[peter.daigle@macys.com](mailto:peter.daigle@macys.com)]  
**Sent:** Wednesday, August 31, 2022 3:59 AM  
**To:** [sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com) <external contact>  
**Cc:** Brian Savige; Wee Ong  
**Subject:** RE: \*\*MacysNet Updates

Sherry –

I know there are 3<sup>rd</sup> party solutions that could help with automating these rules. That may be an option for you.

BOSS = Buy Online Ship To Store, and select Depts of yours are eligible. These are identifiable through the extra address line that reads “Macys/BOSS/<storename>”, found in the EDI 850’s SHIP TO/N2 segment.

There are no current plans to change the TD instructions at this time. Whenever you received the “ground” shipping instructions, you’ll need to follow the instructional grid found in the VDF Supplemental standards.

Thanks,  
Peter

**Peter Daigle**

**Director of Operations – Vendor Direct | Macy’s, Inc.**

4401 Sarr Pkwy | Stone Mountain, GA 30083

Office: 770-908-3562

★ make life shine brighter

---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Tuesday, August 30, 2022 4:35 PM  
**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Cc:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>; Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>  
**Subject:** Re: \*\*MacysNet Updates

⚠ EXT MSG:

Hi Peter,

Not really. Due to the vast number of Items set up for Macy’s VDF.  
I think the current count is 8,500 - 10,000 SKUs.  
And for home soft textiles, the size the customer orders can be +/- 8lbs.  
i.e. a Twin Sheetset, could be <8, but a Queen >8.  
The No PO Box Ship to Address would still need to be exempted for us as well.

I can check with our sales EVP to see if we can and/or need to remove anything less than 8 lbs from the SKU assortment offered to Macy’s VDF.

By the way - what is BOSS? I don’t think this applies to us?

Is functionality being developed for Macy’s to calculate and specify in the 850 TD in near future?

Thanks, Sherry

On Tue, Aug 30, 2022 at 1:14 PM Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)> wrote:

Sherry – there are no exceptions.

Is it safe to say that most of your VDF buildings tend to fall on one side of the 8lb rule?

Peter

**Peter Daigle**

**Director of Operations – Vendor Direct | Macy's, Inc.**

4401 Sarr Pkwy | Stone Mountain, GA 30083

Office: 770-908-3562

★ make life shine brighter

---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>  
**Sent:** Tuesday, August 30, 2022 3:27 PM  
**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>  
**Cc:** Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>; Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>  
**Subject:** Re: \*\*MacysNet Updates

⚠ EXT MSG:

Hi Peter,

Thanks for the quick response.

Unfortunately that is not a PO review, calculation & determination we can do for EDI Dropship VDF Orders. We need Macy's to do so & specify how you want each PO shipped in the 850 TD.

How do we get exempted? Does this need to go through the Sales & Buying execs?

Thanks, Sherry

On Tue, Aug 30, 2022 at 12:17 PM Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)> wrote:

Hi Sherry,

Our TD instructions will not be changing. We're going to need your team to determine which method is best, based on weight.

Thanks,  
Peter

**Peter Daigle**

**Director of Operations – Vendor Direct | Macy's, Inc.**

4401 Sarr Pkwy | Stone Mountain, GA 30083

Office: 770-908-3562

★ make life shine brighter

---

**From:** Sherry Curry <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>

**Sent:** Tuesday, August 30, 2022 2:19 PM

**To:** Peter Daigle <[peter.daigle@macys.com](mailto:peter.daigle@macys.com)>; Brian Savige <[brian.savige@macys.com](mailto:brian.savige@macys.com)>

**Cc:** Wee Ong <[wee.ong@jlahome.com](mailto:wee.ong@jlahome.com)>

**Subject:** Fwd: \*\*MacysNet Updates

 EXT MSG:

Hi Peter and Brian,

We need your advice please on this communication we received today from Macy's AP.

Biggest concern & question is **Section 6.0 Ground Selection in the VDF Supplemental Standards**. Summary of 6.0 copy pasted below for easy reference, highlighted in yellow.

Since Macy's VDF has us set up with Macy's Shipper Prepaid UPS accounts, we can potentially with you on setting up Macy's Shipper Prepaid UPS SurePost. **However:**

- **Macy's will need to determine if the PO is to ship UPS Ground or SurePost & specify in the TD in the EDI 850 PO. Needs to be specified in all VDF 850s; small & big ticket.**

**Please advise if Macy's can potentially specify in the EDI 850 PO, or if JLA is to continue to only map to and ship UPS Ground. If only Ground, how does this best get communicated to Macy's AP that SurePost does not apply to VDF shipments from JLA?**

Thanks, Sherry

## **6.0 GROUND SERVICE SELECTION REQUIREMENTS**

If "SI" is transmitted in the TD512 segment of the EDI 850 Purchase Order, the following guidelines must be followed for each VDF package. Vendors, including 3PL, must implement a process to utilize the correct ground service selection. Non-compliance with these guidelines may result in expense offsets, as outlined in Section 13.

Package type/weight	UPS SurePost	UPS Ground
All orders weighing LESS THAN or EQUAL TO 8 lbs. (except for BOSS orders)	X	
All orders weighing MORE THAN or EQUAL TO 8 lbs. (except for PO/APO/FPO orders)		X
PO/APO/FPO destination addresses, regardless of weight.	X	
BOSS orders, regardless of weight.		X

----- Forwarded message -----

From: <[MacysAP@macys.com](mailto:MacysAP@macys.com)>  
Date: Tue, Aug 30, 2022 at 9:01 AM  
Subject: \*\*MacysNet Updates  
To: <[sherry.curry@jlahome.com](mailto:sherry.curry@jlahome.com)>



\*THIS IS A POST ONLY EMAIL, DO NOT SENT A REPLY TO THIS MESSAGE\*

August 29, 2022: 2nd NOTIFICATION. Non-compliance may result in expense offsets.

Valued Macy's VDF Partner:

Macy's has identified significant shipping expense savings and efficiency opportunities related to service selection and has updated the [VDF Supplemental Standards](#) accordingly.

Updates include instructions on how to make required changes in your shipping systems which will allow utilization of UPS SurePost for certain shipment types. We encourage you to make these changes as soon as possible

To help facilitate this transition, an appropriate "grace period" will be allowed to implement these changes before any expense offset charges are assessed.

Please direct requests for authentication data needed to set up your current Macy's VDF account as a shipper for its account address to: [Macys\\_UPS\\_VDF\\_Shipper\\_Authentication@MacysInc.onmicrosoft.com](mailto:Macys_UPS_VDF_Shipper_Authentication@MacysInc.onmicrosoft.com)

Please direct new account requests for multiple shipping locations to: [Macys\\_UPS\\_VDF\\_ExistingVendor\\_NewAccountRequest@MacysInc.onmicrosoft.com](mailto:Macys_UPS_VDF_ExistingVendor_NewAccountRequest@MacysInc.onmicrosoft.com)

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.

\* This is an EXTERNAL EMAIL. Stop and think before clicking a link or opening attachments.