Brand Partners-

Due to new system enhancements within Neiman Marcus, we will no longer be able to accept UPCs/EANs for drop ship unless the UPCs/EANs are accessible from an InterTrade catalogue account.

This might change how you manage inventory within DSCO.

Going forward select one of two ways:

1. Continue to use UPCs/EANs.
	* This will require brand partners to setup and have an active InterTrade eCatalogue.  Registration information is below.
2. Use Partner Sku
	* Partner Skus are the internal sku numbers of Neiman Marcus
	* These are provided by Neiman Marcus team post Item Set Up.  You will need to add them in the Partner Sku field within DSCO.

**INTERTRADE REGISTRATION**:

If you do not currently have an active InterTrade catalogue account, Registration for the InterTrade eCatalogue is quick and easy.

* Fill in and submit the online registration form:
	+ <https://accountservices.intertrade.com/public/registration/rpStart.jsf?retailerId=nmg>
* You will receive a registration confirmation e-mail containing your User ID and Password
* Load your GTIN/UPC/EAN information in the catalogue by one of the following ways:
	+ EDI document (832) - An 832 implementation guide is available in the Help section of the catalogue portal
	+ Excel Spreadsheets
	+ Manual entry using a web browser
* Grant The Neiman Marcus Group access to your catalogue. Once access is granted, The Neiman Marcus Group will be able to view your catalogue and style information.

For questions regarding the registration process, please contact InterTrade’s Catalogue experts at:

Toll Free Number:      1-800-873-7803, Option 3 (United States & Canada)

International:              1-450-786-1666, Option 3

E-mail :                      SOLUTIONS@INTERTRADE.COM

Thanks for your partnership.  Please reach out to dropship@neimanmarcus.com for any additional questions or concerns.

**Renata McDaniel**
Director, Drop Ship Operations
Neiman Marcus Group