



Carter's Insert Program: Shipping Instructions

All inserts must arrive at least two weeks prior to the agreed month or start date.
(Ex: Agreed start date January 1, 2024, inserts must be delivered by December 15, 2023)

Shipping Address:

Ship 100% To:
Carter's DC
ATTN: Linell Greene
625 Braselton Parkway,
Braselton, GA, 30517

Hours for receiving are 6AM-3PM Monday-Friday. The Carter's DC will need to be informed of when the delivery is expected to arrive. You can send these to Linell Greene at linell.greene@carters.com to confirm delivery details.

Delivery and Packing Instructions:

- A copy of the BOL **MUST** be sent when informing Carter's of delivery date
- Delivery type – Live unload. Trailers are **NOT** to be dropped at DC
- Packing slips are **REQUIRED** for all shipments
- All inserts must arrive in cartons. Gaylord containers are **NOT** permitted
- Pallets **MUST** be labeled with **INSERTS**
- Pallet **MUST** be wrapped, no loose pallets
- Please attach sample of the insert on the outside of each box

Carton Labeling:

Packing of inserts should be clearly labeled to reflect their contents and include the following information:

- Mailer Name
- Start Date
- Total Quantity Shipped
- Total Quantity per Box (ex: 1,500 pieces)
- Total Number of Boxes (ex: Box 5 of 50)