

Supplier Manual

V.1 28.08.2026

BRANDS OF SCANDINAVIA

Introduction

At Brands of Scandinavia A/S, we are committed to delivering high-quality, modern garments to European consumers. Our goal is to build strong, long-term partnerships with our suppliers, based on mutual respect, close cooperation and open, honest communication.

All suppliers will be introduced to this Supplier Manual and our Code of Conduct. These documents serve as the foundation for our collaboration and set clear expectations for quality, ethical standards, and operational procedures.

The primary purpose of this Supplier Manual is to ensure a consistent and unified approach to the handling of our products and processes across all suppliers.

Suppliers are expected to familiarize themselves with the contents of the Supplier Manual and the Code of Conduct - and to make every effort to comply with them fully.

Failure to adhere to these guidelines may impact the ongoing collaboration and could, in some cases, lead to a reconsideration of the business relationship with Brands of Scandinavia A/S.

Should you have any questions or require further clarification, please do not hesitate to contact the relevant Buying department: buying.FQ@brandsofscandinavia.com or buying.CM@brandsofscandinavia.com.



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New Supplier Onboarding

If you are a new supplier, these pages explain what we need from you in order to get started. Please complete all steps below to ensure a smooth onboarding process.



1. REQUIRED DOCUMENTATION

To begin, you must provide the following:

- Fill out Appendix A (supply chain mapping) - contains basic information about your company, ownership structure, production sites, and key business operations.
- Valid Social Audit Report – must be current and kept updated throughout our partnership.
- Relevant Certificates (if applicable):
 - Scope certificates for products or factories (ex. GRS, OCS, GOTS)
 - Environmental permits/licenses (emissions, waste management, sensitive ecosystems).

APPENDIX A

- Fill out Declaration of Conformity regarding packaging.
- It certifies that all packaging components meet the required design and material criteria for environmental compliance and do not contain heavy metals in violation of the requirements set out in the PPWR (Packaging and Packaging Waste Regulation).

DECLARATION OF CONFORMITY

Read and acknowledge the following documents:

- Code of Conduct (COC). Sign, date, and stamp the final page.



Make sure each file is clearly named with the correct document title.
For example:

- o Appendix A
- o Signed Code of Conduct (COC)
- o GRS Scope Certificate
- o Environmental Permit
- o BSCI Social Audit
- o Factory License

*Please send the signed COC and required documents by email to
buying.FQ@brandsofscandinavia.com or
buying.CM@brandsofscandinavia.com*

2. REVIEW AND APPROVAL

Our buying department will review your submission.

- Once approved, you will be formally onboarded as a supplier.
- You will be expected to keep all documentation (social audits, certificates, environmental permits) updated and valid during the business relationship.

Please ensure all documents are complete before submitting. Missing or outdated documents may delay your onboarding.

Communication & Supplier Setup

We operate with two different supplier setups: Online Suppliers and Offline Suppliers. During onboarding, you will be assigned to one of these categories.

If you are an Online Supplier, you will be granted direct access to our PLM system. All communication, information, and relevant documentation will be managed within the system. Please follow below link for detailed guides on how to use the PLM system, including workflows, processes, and how work is managed within the platform.

If you are an Offline Supplier, all communication will take place via email. Information, updates, and required documentation will be shared through this channel.

If you are unsure whether you are an online or offline supplier, please contact the Buying Department for clarification.

PLM MANUAL

Sourcing Procedure

FABRIC QUALITY SOURCING

All quality swatches when sourcing fabrics must be submitted using the following template.

FABRIC TEMPLATE

- * All information must be legible, accurate, and up to date
- * Information written on the template will be considered final, and inaccuracies may result in delays, rejection, or non-processing of eventual programs linked to the quality.

The following details must be clearly stated on the template with the quality swatch:

- Supplier name
- Fabric code
- Fabric swatch
- Composition
- Construction
- Certification/Partnerships
- Weight (GSM)
- Country of origin: If the country of origin of the quality differs from supplier country, please inform a lead time as well.
- Price: Indicate the price per meter
- Treatment/finish
- Fabric width: Clearly indicate the maximum width the quality can be purchased in
- Notes: if there are any additional remarks or special notes, these may be written here

YARN SOURCING

All yarn qualities when sourcing knits must be submitted using the following template.

YARN TEMPLATE

*All information must be legible, accurate, and up to date

*Information written on the template will be considered final, and inaccuracies may result in delays, rejection, or non-processing of eventual programs linked to the quality.

The following details must be clearly stated on the template with the knit down:

- Supplier name
- Supplier material code
- Knit down
- Knit down gauge: please inform the gauge the submitted knit down was made in
- Suitable gauge range: please inform the full gauge range of the yarn
- Composition
- Certification/partnerships
- Country of origin: if the country of origin of the yarn differs from supplier country, please inform a lead time as well.
- Yarn type
- Number of ply’s
- Yarn count
- Yarn twist
- Yarn structure
- Price: indicate the price per meter in the submitted knit down gauge
- Notes: if there are any additional remarks or special notes, these may be written here

TRIM SOURCING

All trim when sourcing trim must be submitted using the following template

TRIM TEMPLATE

*All information must be legible, accurate and up to date

*Information written on the template will be considered final, and inaccuracies may result in delays, rejection, or non-processing of eventual programs linked to the trims

The following details must be clearly stated on the template with the trims:

- Supplier name
- Trim option: please state option name of the attached trim using letters, IE: A, B, C
- Attached trim
- Composition
- 2nd composition (if applicable): only fill out this line if trim has a secondary composition. Please state what part of the trim is a secondary composition, for example tape for zippers
- 3rd composition (if applicable): only fill out this line if the trim has a tertiary composition. Please state what part of the trim is a tertiary composition.
- Function (if applicable): Only fill out this line if the trim has a special function, an example being waterproof
- Size: Please state the size of the attached trim
- Full size range: Please state the full size range of the attached trim
- Price: Indicate the price of the trim
- Available colours: Only fill out this line if the trim has a limited range of colours

Size Specifications

MEASUREMENTS AND TOLERANCES

All styles must be measured according to the size specifications provided by Brands of Scandinavia A/S. To ensure consistent and accurate measurement results, suppliers must follow the measurement instructions and tolerance requirements defined for each style.

The standard How to Measure guide and Tolerance Chart are provided below and must be used when measuring and evaluating all samples and production garments.

HOW TO MEASURE

Brands of Scandinavia A/S provides standard measurement sketches and style-specific measuring instructions for all styles. Measurement charts and style-specific measuring guides can be found in the PLM system or via SR (Supplier Request).

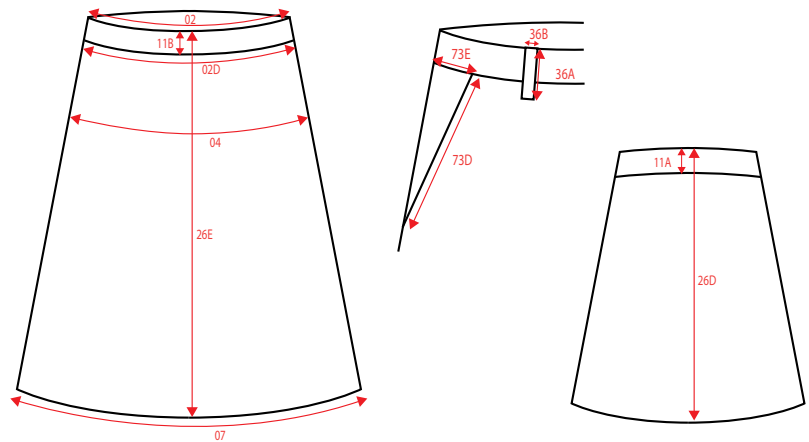
If you are unsure how to measure a specific point of measure (POM), please contact our Pattern Design Department for clarification and include relevant photos to support your inquiry.

**Tolerance chart &
How to measure guide »»**

TOLERANCE CHART			WOVEN, KNIT AND JERSEY										
TOLERANCE IS EQUAL BETWEEN ALL SIZES. ALL MEAS. IN CM.		ALL TOLERANCE +/- - CENTIMETERS	JACKET	CARDIGAN	SKIRT	SHORTS	SHIRT / BLOUSE	DRESS	TOP	T-SHIRT	JUMPSUIT	WAISTCOAT	PULLOVER
01. ½ CHEST WIDTH	+/-	0,5	0,5				0,5	0,5	0,5	0,5	0,5	0,5	0,5
02. ½ WAIST WIDTH	+/-	0,5	0,5				0,5	0,5	0,5	0,5	0,5	0,5	0,5
04. ½ HIP WIDTH	+/-	0,5	0,5				0,5	0,5	0,5	0,5	0,5	0,5	0,5
07. ½ BOTTOM WIDTH	+/-	0,5	0,5				0,5	0,5	0,5	0,5	0,5	0,5	0,5
19. SHOULDER	+/-	0,5	0,5				0,5	0,5	0,5	0,5	0,5	0,5	0,5
26. BACK LENGTH	+/-	1	1				1	1	1	1	1	1	1
14. ½ UPPER ARM WIDTH	+/-	0,5	0,5				0,5	0,5	-	0,5	0,5	-	0,5
16. SLEEVE LENGTH	+/-	1	1				1	1	-	1	1	-	1
13. ½ CUFF WIDTH	+/-	0,25	0,25				0,25	0,25	-	0,25	0,25	-	0,25
20. NECK WIDTH	+/-	0,5	0,5				0,5	0,5	0,5	0,5	0,5	0,5	0,5
22. NECK DROP BACK	+/-	0,25	0,25				0,25	0,25	0,25	0,25	0,25	0,25	0,25
21. NECK DROP FRONT	+/-	0,25	0,25				0,25	0,25	0,25	0,25	0,25	0,25	0,25
02. ½ WAIST WIDTH	+/-			0,5	0,5	0,5					0,5		
04. ½ HIP WIDTH	+/-			0,5	0,5	0,5					0,5		
05. ½ TIGH WIDTH	+/-			-	0,5	0,5					0,5		
06. ½ KNEE WIDTH	+/-			-	0,5	-					0,5		
07. ½ BOTTOM WIDTH FOOT	+/-			-	0,5	0,5					0,5		
26. LENGTH	+/-			1	-	-					-		
09. BACK RISE	+/-			-	0,5	0,5					0,5		
09. FRONT RISE	+/-			-	0,5	0,5					0,5		
08. INSEAM	+/-			-	1	0,5					1		
07. ½ BOTTOM WIDTH	+/-			0,5	-	-					-		

HOW TO MEASURE GUIDE

SKIRT



Proto Sample Procedure

The proto sample represents the first physical version of a new style and serves as the foundation for both design evaluation and cost estimation. The process is managed through our PLM system (Online Suppliers) or Email (Offline Suppliers) and follows the steps outlined below:

ATTENTION - There are both offline and online suppliers in our PLM system. Only online suppliers have direct access to the system. Offline suppliers will receive all relevant material via email. Typically, new suppliers begin as offline suppliers and may later be upgraded to online suppliers as part of our supplier portfolio.

1. SAMPLE FILE

If you have any questions regarding the sample files, or if any of the provided information appears to be incomplete or ambiguous, please do not hesitate to contact the respective designer for further clarification and explanation.

A sample file is created in PLM, containing all necessary information for the supplier to produce the first proto sample. Offline suppliers will receive sample file by email.

The file includes:

- Technical drawings and/or sketches
- Inspirational material/detail images
- Measurement sheet/size chart
- BOM including: desired composition and trim details
- Color specifications
- Print instructions (if applicable)

2. SAMPLE DEVELOPMENT AND COST ESTIMATION

Based on the provided information, the supplier is able to:

- Develop the proto sample
- Estimate a price for the style

This price forms the basis for the following evaluation and feedback process.

3. EVALUATION OF THE PROTO SAMPLE

Once the proto sample is completed, it must be sent to our Pattern design department.

Together with the responsible designer, the team will assess:

- Whether the style meets both creative and technical expectations
- If it fits within the overall collection
- Any adjustments or comments required
- If the above has been fulfilled and meets our expectations, a request for sales samples will be made.

Sample Hangtag Requirements for Proto Samples

All proto samples submitted to Brands of Scandinavia A/S must be clearly marked with an official sample hangtag.

- All information must be legible, accurate, and up to date.
- Failure to comply with these requirements may result in delays, rejection, or non-processing of the sample.

Style no.: _____

Stylename: _____

Size: _____

Composition: _____

Collection/season _____

Proto sample ☐

Approval sample ☐

Bulkfabric ☐

Available fabric ☐

Measurements ☐

Workmanship ☐

Quality ☐

Colors ☐

Accessories ☐

Price: _____

Supplier: _____

Submission date: _____

BRANDS OF SCANDINAVIA

HANGTAG SPECIFICATIONS

Dimensions: 90 mm x 140 mm

Material: Cardboard (carton)

Color: White with black print

Backside: Plain white (unprinted)

Mandatory Information to be Included on the Hangtag

The following details must be clearly stated on the front side of the hangtag:

1	2	3	4	5	6	7	8	9	10	11
Style No.	Style Name	Size	Composition	Collection / Season	Sample type	Fabric Status: o Available Quality o Correct Quality o Bulk Fabric (Please specify which applies)	Approval/Check Points: Clearly indicate the specific aspects you require Brands of Scandinavia A/S to check or approve.	Price The price needs to be added in the PLM system as well. If you are an online supplier, please update the price directly in PLM. If you are an offline supplier, please send the price via email.	Supplier	Submission Date

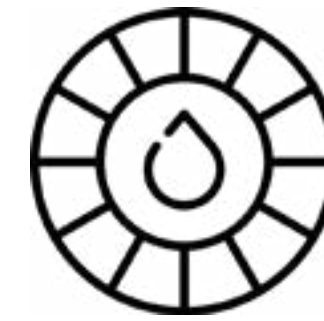
If there are any **additional remarks or special notes**, these may be written on the **back side** of the hangtag.

Sales Sample Procedure

Once the proto sample has been approved, a new Sample Request for sales samples will be requested either directly through the PLM system (Online Suppliers) or by email (Offline Suppliers).

The updated file will include a revised measurement sheet/style based on proto sample comments. Any changes to the technical drawing or overall silhouette will also be clearly indicated.

We will also specify the required number of sales samples per style. All sales samples must **always be produced in the same size**, as indicated in the Sample Request.



COLORS AND LAB-DIPS

Brands of Scandinavia A/S adheres to the **Pantone TCX standards for textiles**.

- Lab-dips, knit downs, handlooms or AOP strike offs requested for sales samples must be submitted for approval. Lab-dips must be approved by Brands of Scandinavia A/S prior to **fabric dyeing**.
- All lab-dips, knit downs, handlooms or AOP strike offs sent to Brands of Scandinavia A/S must be clearly marked with **style name, style no., date, collection, and color name**.

If a garment consists of multiple colors or more than one fabric quality, **all colors and fabric qualities must be submitted for approval simultaneously**.

It is of utmost importance that the supplier conducts a thorough inspection and sorting of all lab-dips before submission. Lab-dips for sales samples must be sent for approval to the respective designer responsible for the specific program or style.



FABRIC AND QUALITY

For every sales sample or program, the fabric quality must be approved by Brands of Scandinavia A/S. The supplier may submit either a quality swatch or a sample for quality approval.

All samples sent to Brands of Scandinavia A/S must be accurately and clearly marked with the required information, as stated on the sample hangtag.

If the garment contains multiple fabric qualities, all corresponding fabrics must be submitted together for approval.



ACCESSORIES AND TRIMMING

All accesories and trimmings must comply with the BOM.

The color and quality of all accessories must be submitted to Brands of Scandinavia A/S for approval. To facilitate color approval of accessories, a swatch of the approved main fabric must be attached for comparison.

For certain samples, hanger loops are required as specified in the BOM.

Hanger loop requirements for FREEQUENT:

- The hanger loop must be made of sateen.
- Color must be either black or white, depending on the shell color (this will be clearly stated in the BOM)
- Width: 5 mm.
- Length: according to garment requirement.

Hanger loop requirements for CPH MUSE:

- The hanger loop must be made of sateen.
- Color must match the shell color (DTM).
- Width: 4 mm.
- Length: according to garment requirement.

HANGER LOOP REQUIRIMENTS: QUALITY & PLACEMENT

FREEQUENT

5 mm	FREE/QUENT	FREE/QUENT
------	------------	------------

T1W WOVEN HANGER LOOP - WHITE	
Size	5 mm wide, length to fit
Color	Off White *Black Print must NOT contain Carbon Black Pigment
Quality	100 % Polyester Woven Satin ribbon
Print Color	Black
Placement	In shoulder seam, shoulder to shoulder
Total Weight	0,68 g/pcs

5 mm	FREE/QUENT	FREE/QUENT
------	------------	------------

T1B WOVEN HANGER LOOP - BLACK	
Size	5 mm wide, length to fit
Color	Black *Black Print must NOT contain Carbon Black Pigment
Quality	100 % Polyester Woven Satin ribbon
Print Color	White
Placement	In shoulder seam, shoulder to shoulder
Total Weight	0,68 g/pcs

CPH MUSE

4 mm	CPH MUSE	CPH MUSE
------	----------	----------

BLACK

30mm

Continue >>

CPH MUSE	CPH MUSE
----------	----------

Continue >>

WHITE

CPH MUSE	CPH MUSE
----------	----------

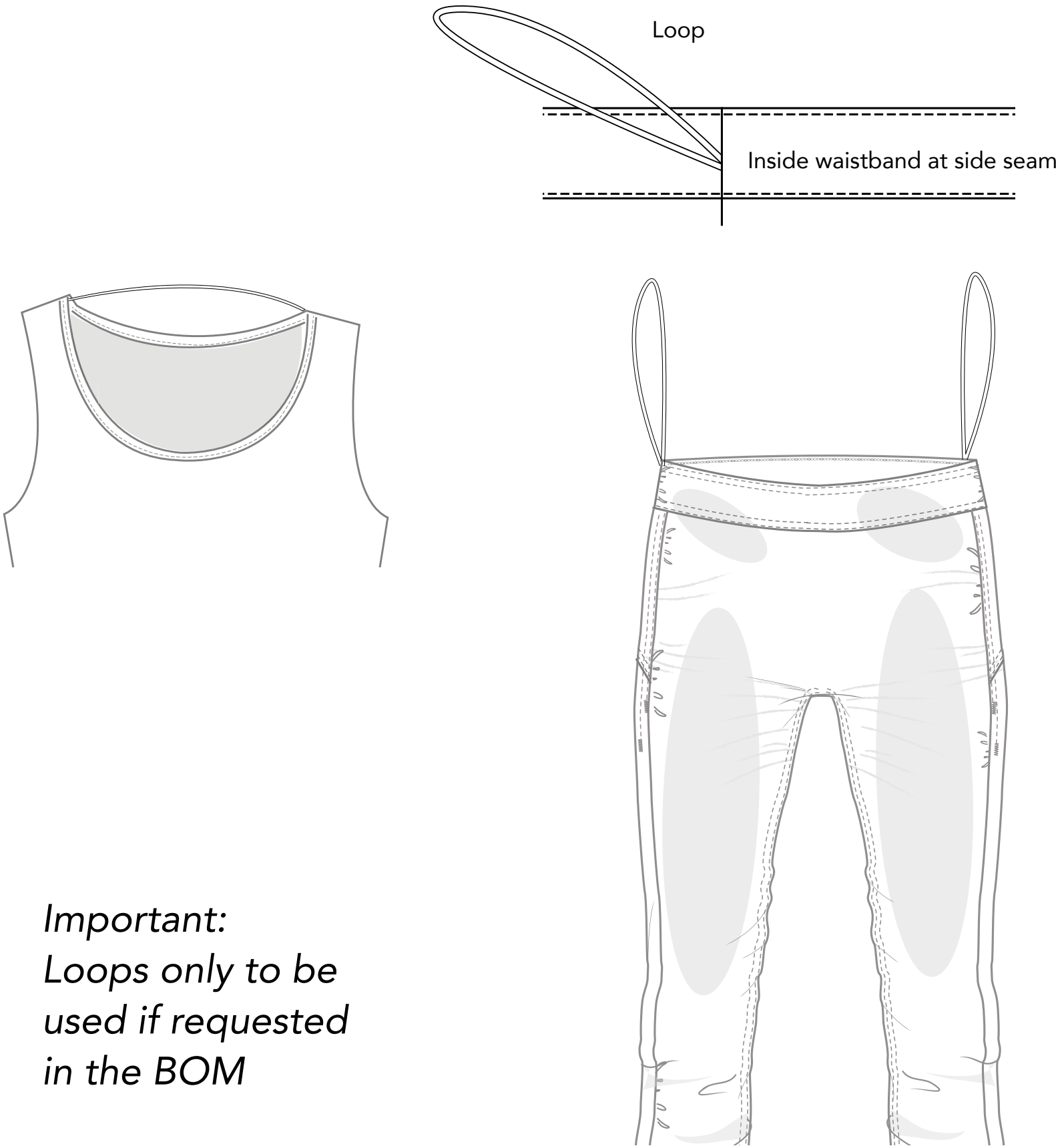
This color is just an example

Continue >>

CM850 SATEEN BAND HANGER LOOP	
Size	Height: 4 mm, length to fit
Color	1) TAPE: WBlack LOGO: White 2) TAPE: White LOGO: Black 3) TAPE: Dyed to match LOGO: Black *Black Print must NOT contain Carbon Black Pigment
Quality	Soft Woven Sateen band
Placement	Please see sketch

LOOPS IN PANTS, SKIRTS AND UPPER PARTS (DRESSES AND BLOUSES)

Placement: As illustrated, but if you find difficulties with some styles please adjust after need.



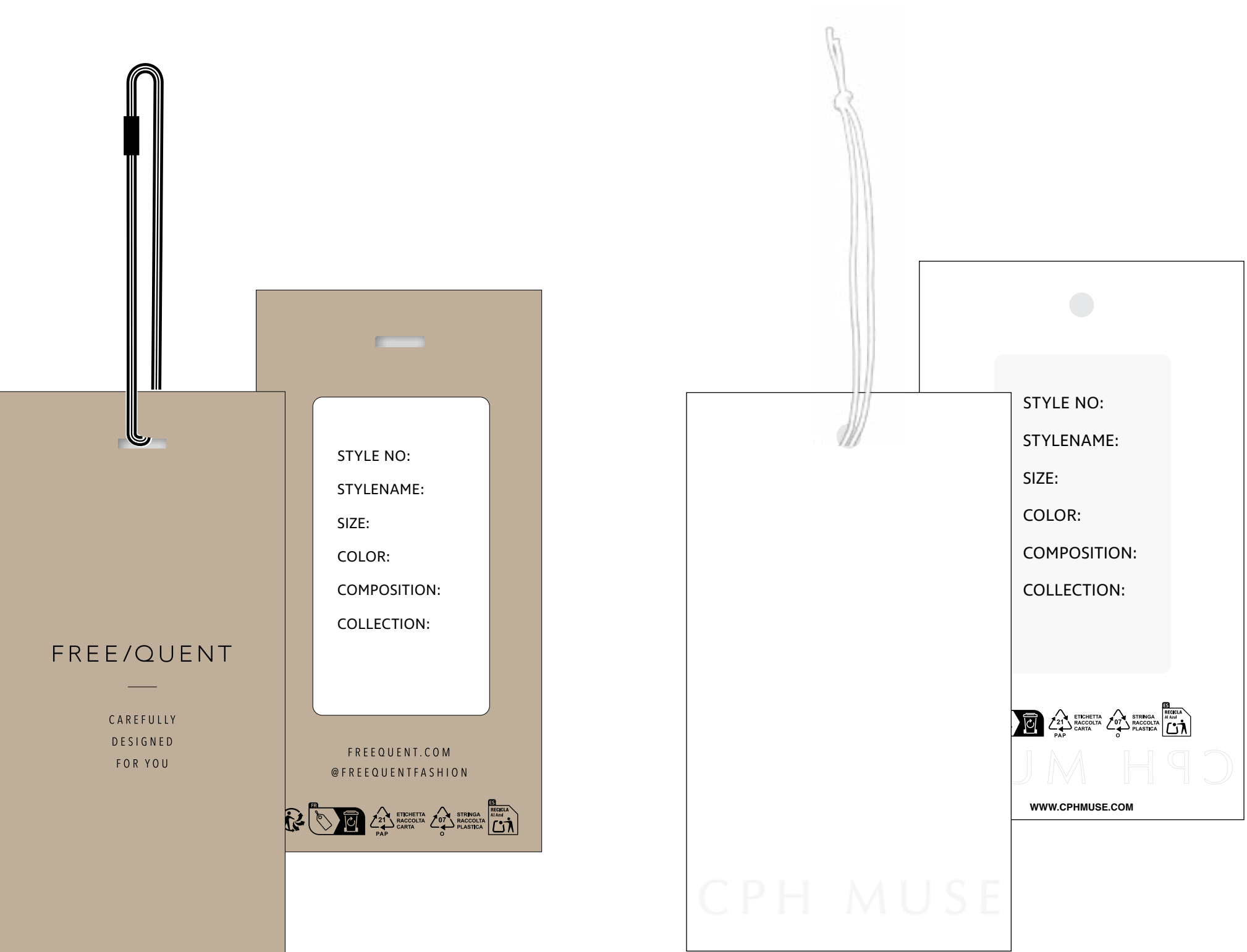
Labelling of Sales Samples

All sales samples must be equipped with **the requested labeling specified in the BOM.**

In addition, each sales sample must have a **sticker** attached to the hangtag, containing the following information:

STYLE NO.	COLOR
STYLE NAME	COMPOSITION
SIZE	COLLECTION

It is essential that all information is **clearly printed** and easy to read. The sticker must be placed on the hangtag.



Hangtags on Sales Samples

All sales samples must be delivered with **two hangtags** attached:

- 1

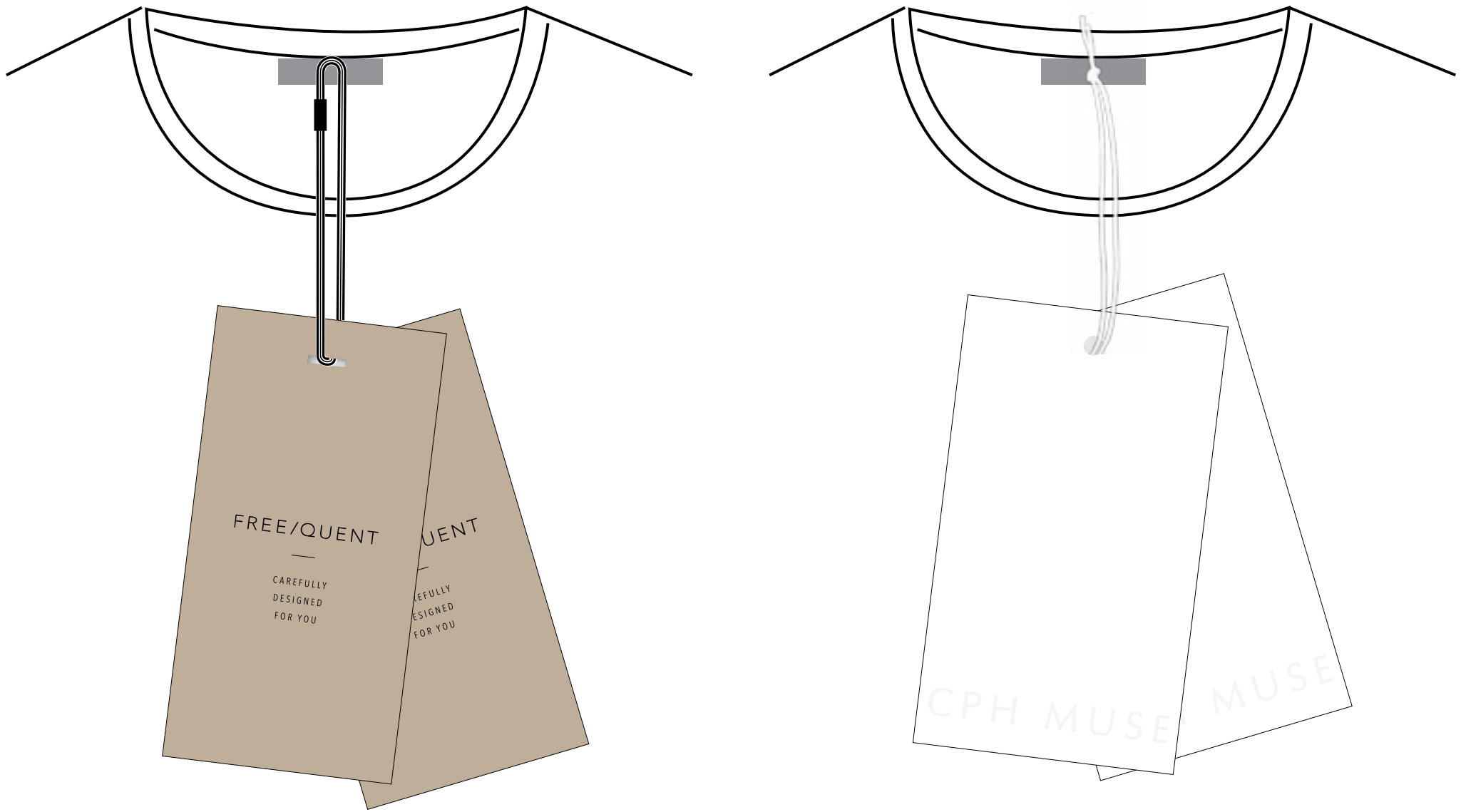
Hangtag 1 – must have the **information sticker** as describes on prevoius page.
- 2

Sticker to be 35 x 55 mm
- 3

Hangtag 2 – must be delivered **blank**, as it will be used by **Brands of Scandinavia A/S** for attaching the **EAN sticker**.

At this stage, the EAN sticker will be added internally by Brands of Scandinavia A/S.

Both hangtags must be attached as instructed in the label manual.



It is of utmost importance that all deadlines for sales samples are met.

Failure to meet these deadlines may affect the inclusion and viability of the style/program within our collection. If you experience any issues that may prevent you from meeting the agreed deadline, you must **immediately inform the Buying Department**.

Invoicing for Sales Samples Without Bulk Orders

All invoices related to sales samples must be issued within 6 months of the sales sample deadline.



- The invoice must be issued in PDF format.
- Payment will be made according to the agreed SMS payment terms.
- Please send invoices directly to the responsible buyer.

* Questions regarding payments and issues towards specific styles/invoices must be sent to the responsible buyer.

Failure to comply with this timeframe or format will result in non-payment by Brands of Scandinavia A/S.



Bulk Orders Procedure

Following the completed sales phase, we are now ready to place the final bulk order.

Once a style moves into bulk production, a Sample Request for approval sample will be sent out. Any comments received from Salesman Samples (SMS), updated size charts, or other relevant changes will be included as part of this request. If you are an offline supplier, you will receive all relevant files and information via email.

THE PURCHASE ORDER (PO) WILL INCLUDE THE FOLLOWING DETAILS:

Our POs contain all relevant information required for the supplier to initiate production. Parallel to the placement of the PO, the entire approval process for colors, trims, quality, etc. is initiated, and all relevant data related to this process is available in the PLM system or email.

It is important that the supplier maintains daily communication with the buying department throughout the production process. The buying department must be continuously informed of any challenges in any part of the production that could potentially lead to delays or affect the quality of the products.

When POs are issued, prices, delivery terms, MOQ, composition ect. are agreed upon and confirmed by both parties. In case of any deviations from the PO, a new negotiation will be initiated to agree on revised terms.

Suppliers will have access to this information as soon as they receive the official PO.

SHIPMENT TOLERANCE

Unless otherwise stated in the Purchase Order, Brands of Scandinavia A/S accepts an over/under shipment tolerance of +/- 5% for standard orders. Any deviation beyond the accepted tolerance must be approved by the Buying Department prior to shipment.

Key Account orders are excluded from this tolerance and must be delivered according to the Purchase Order quantity.

Approval / Fitting Sample Before Bulk

For all orders, a **fitting sample in size Small** must be submitted for **approval of style and measurements**.

If the fabric includes **elastane** or if the **material composition affects the fit** in any way, the fitting sample **must be made in the correct quality**. This is essential for our Pattern Design Department to provide accurate and meaningful feedback.

Please ensure that the **sample hangtag is clearly marked** with all relevant information (e.g., style no., sample type, size, fabric quality).

If a **new or corrected fitting/approval sample** is requested, it must receive formal approval **before bulk production can begin**.

- A sample hangtag must be attached **to all proto and approval samples** submitted.
- All information must be **legible, accurate**, and **up to date**.
- Failure to comply with these requirements may result in **delays, rejection**, or **non-processing** of the sample.

Style no.: _____

Stylename: _____

Size: _____

Composition: _____

Collection/season _____

Proto sample ☐

Approval sample ☐

Bulkfabric ☐

Available fabric ☐

Measurements ☐

Workmanship ☐

Quality ☐

Colors ☐

Accessories ☐

Price: _____

Supplier: _____

Submission date: _____

BRANDS OF SCANDINAVIA

Labelling and Marking of Production

All production delivered to Brands of Scandinavia A/S has to be marked according to information found in the BOM.

Offline suppliers will receive relevant information by email.



IN GENERAL LABELLING CONSISTS OF:

- Neck label
- Size label if not included on neck label
- Logo hangtag
- Price sticker and EAN information
- Care label
- Hanger Loops if needed
- Caution tag or/and ESG tag

Care Label Requirements

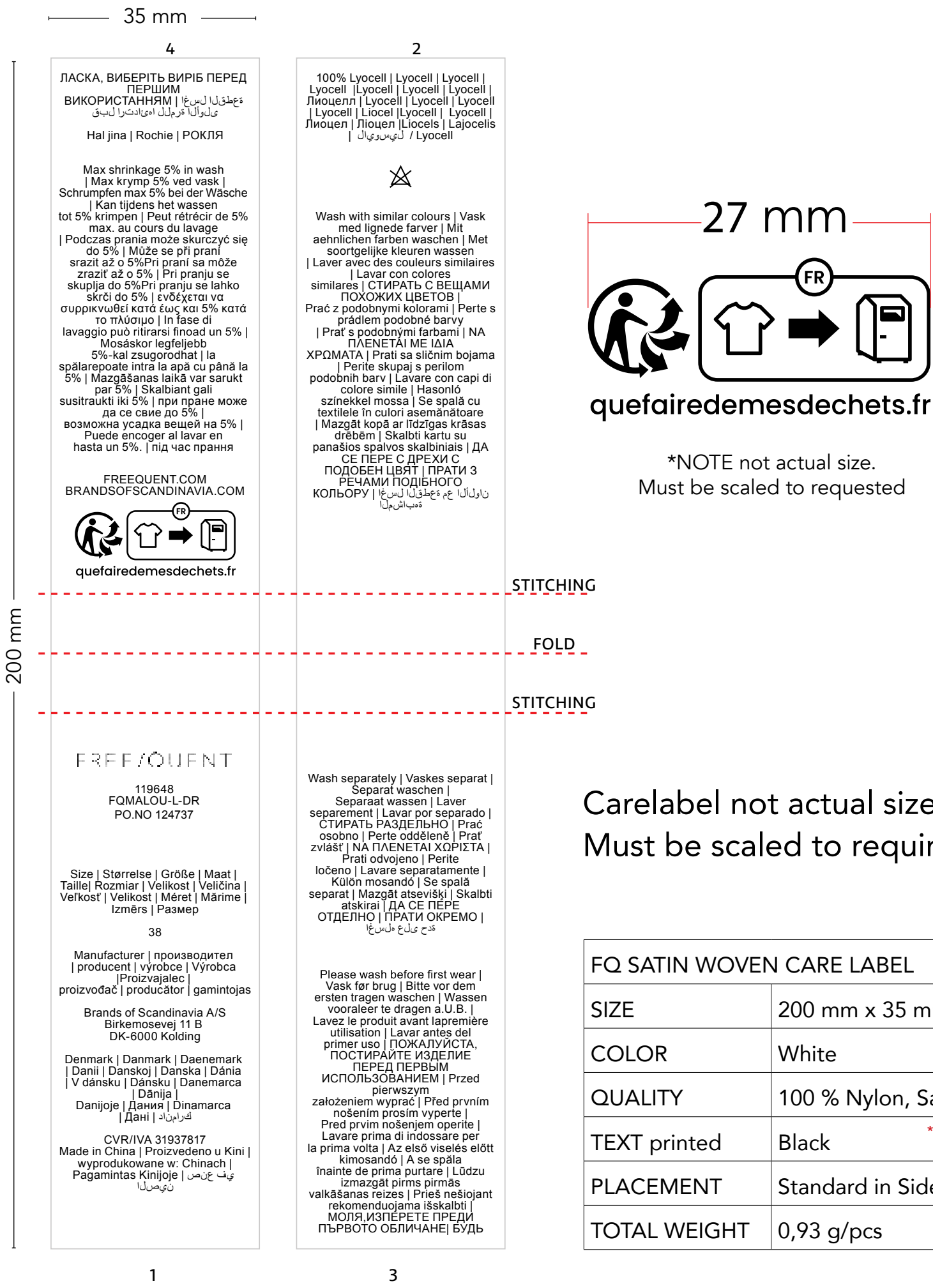
All styles delivered to **Brands of Scandinavia A/S** must be provided with a **care label**.

- The supplier is responsible for selecting appropriate care label content based on Brands of Scandinavia A/S’s standard texts and symbols.
- Care label symbols and translations are available in the Care Label Manual.

CARE LABEL MANUAL

- The supplier must ensure that the advised care instructions are suitable for the specific garment and accurately reflect how it should be handled.
- The care label must be sent to the responsible buyer for approval before ordering from the nominated label supplier.

CARELABEL QUALITY AND DIMENSIONS - FREEQUENT



[illegible]

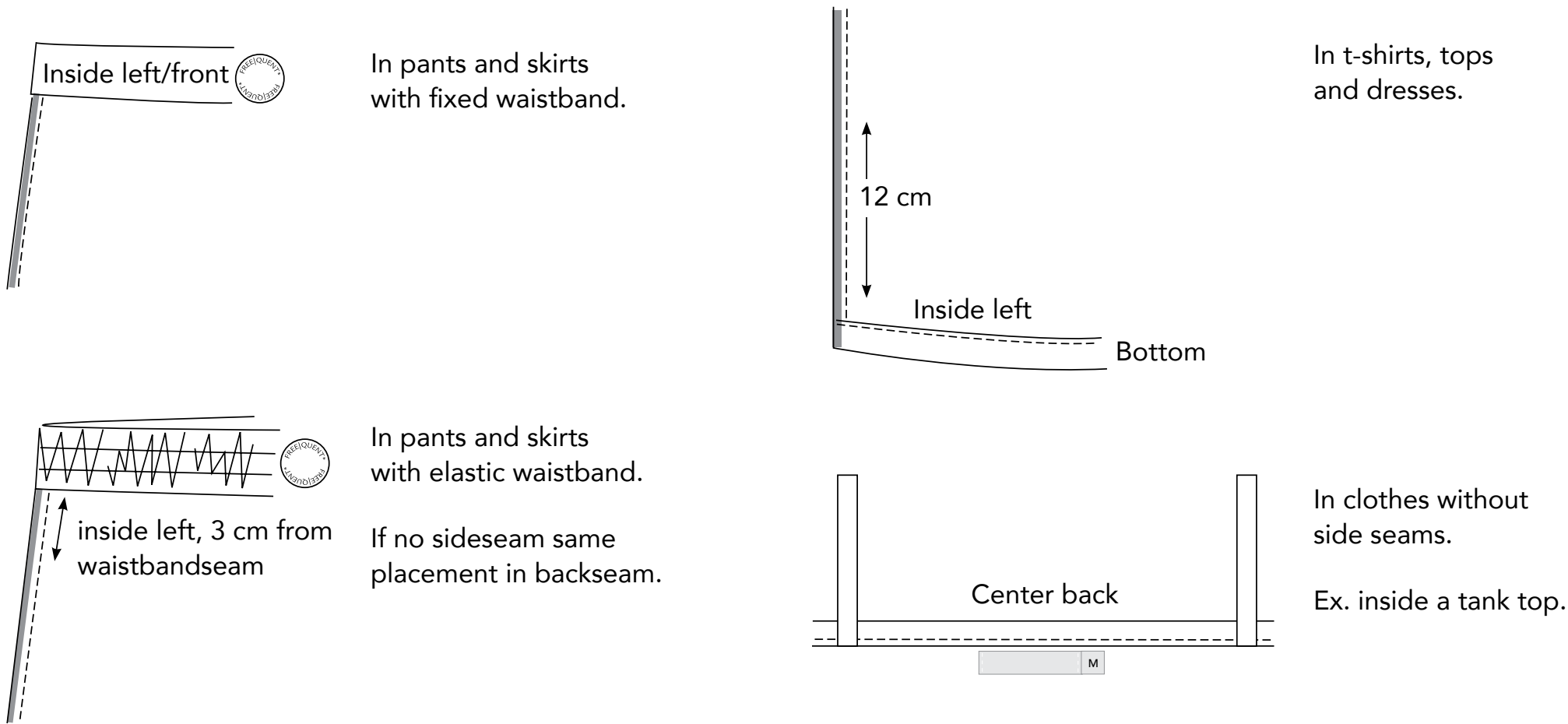
CM 1500 CARE LABEL - WHITE	
Size folded	35 mm x 200 mm (W mm x H mm) visible
Quality	100 % Polyester w. printed text. Thermal cutting
Color WHITE	White w. Black Text *Print must be detectable in NIR sorting scans
Weight / Pcs	0,93 G/PCS
Stitching	Seperate stitch, must be easy to remove - Not stitched into side seam!
Placement	Differs from style to style - See instruction

PLACEMENT, QUALITY & APPROVAL

- The placement and quality of the care label must follow Brands of Scandinavia A/S's standard requirements as mentioned in the Supplier Manual and Care label manual.
- If there are any doubts or questions, the supplier must contact the Buying Department before proceeding.
- The supplier is fully responsible for the accuracy of the care instructions on each garment.
- A care label must always be submitted for approval before production.

ILLUSTRATION OF WHERE TO PLACE CARE LABEL

Placement of care label

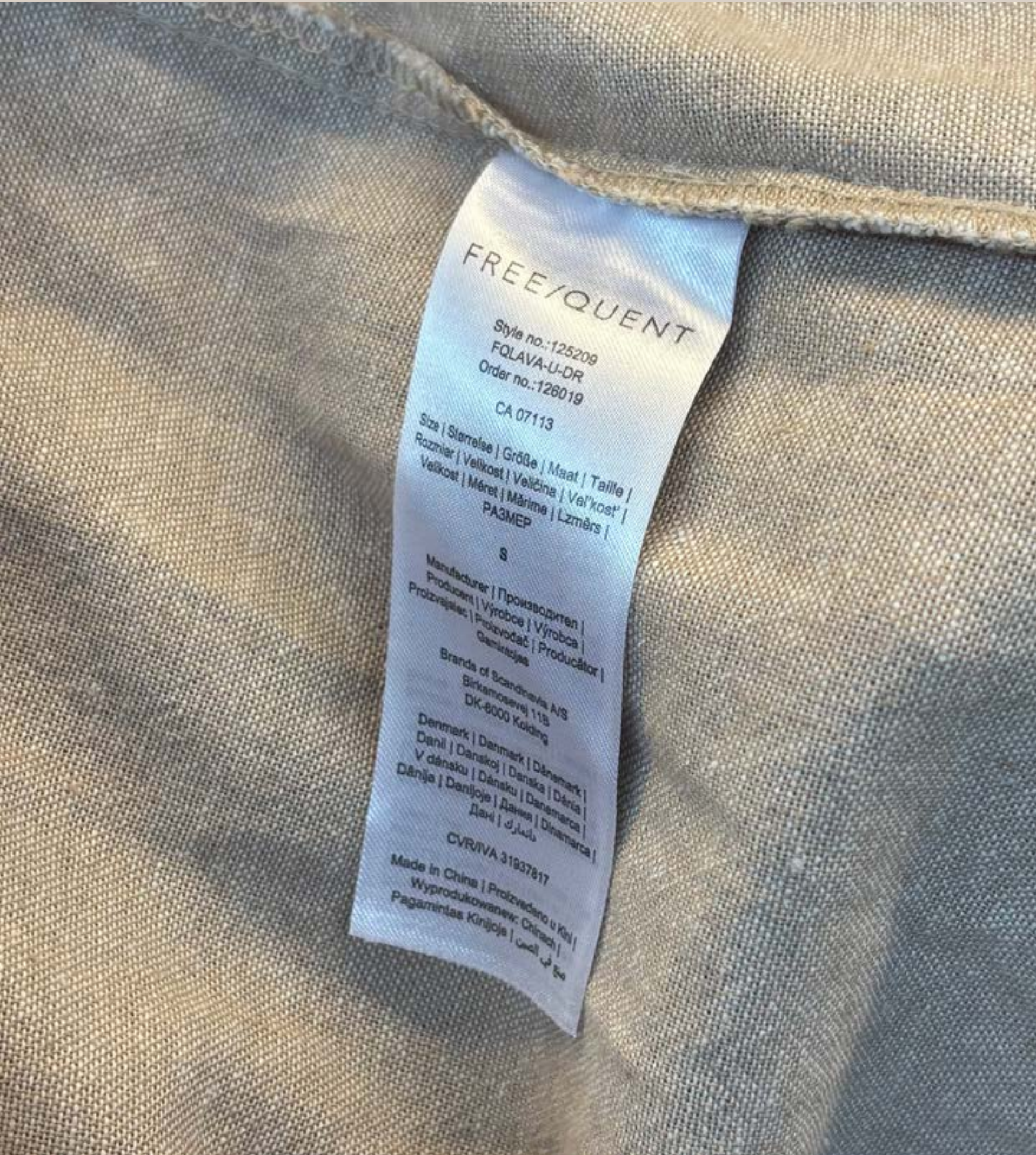


Article	Positioning	Alternative
Coats / Jackets / Ladies' suit jackets	Left , at bust height	Left front facing / Left side seam
Waistcoats / Vests	Front left side	
Dresses / Blouses	Left side seam	Top back, middle
Aprons / Smocks	Top back	Left side seam, above the hem
Jeans / Trousers	Right back pocket or top back at waist level	Jeans: in the fastening
Skirts	Top back (belt)	Left side seam, above the hem
Shirts	Top back, middle seam (collar)	Left side seam, above the hem
Pullovers / Sweaters / Jumpers / T-shirts	Left side seam, above the hem	Top back, middle
Sportswear and Gymwear	Top back, middle	Left side seam
Anoraks	Top back, middle	Reversible articles:in the left pocket
Dressing gowns, Housecoats and Robes	Top back, middle	Left side seam
Corsets, Brassieres / Elasticised briefs	Back, left, bottom edge / topback middle	Left side seam
Underwear / Briefs / Underpants / Tights / Garters	Top back, middle	Left side seam
Stockings / Socks	Printed on the packaging	Thermo-print
Ties	Back	
Stoles and Scarves	In a corner	
Gloves	In the left glove	
Hats / Caps	Inside	

Care Label Standards

The care label **must comply with the following requirements:**

- Must be **securely fastened** to the garment.
- Must be **resistant to washing and dry-cleaning.**
- Must remain fully legible for the entire lifetime of the garment.
- Must be written in easy-to-read print.
- Must not fray.
- Must not cause discomfort to the person wearing the garment.
- Must not negatively impact the appearance of the garment.



EAN-Information

All production delivered to Brands of Scandinavia A/S must be provided with barcode/EAN information on the price sticker.

Following order placement, the Buying Department will issue and send the EAN information to the supplier via email within a reasonable timeframe.

THE PRICE STICKER MUST CONTAIN THE FOLLOWING INFORMATION:

- Style No
- Style name
- Color
- Size
- Prices: DKK, SEK, NOK, EUR, GBP
- Text: Recommended retail prices. Prices may differ due to local VAT and economic conditions.
- EAN code

Please note that for jeans both size and inseam must be stated on the price sticker.

DKK

399,95

SEK

499,50

NOK

399,95

EUR

39,90

GBP

39,90

Recommended retail prices.
Prices may differ due to local
VAT and economic conditions.

100853

Off white

KANSAS-JA

M



5710402 000823

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	
1	Document	EAN Code	Item No.	Item Descr	Item Descr	Size Code	Size Descr	Colou	Colou	Desi	Style Code	Inseam	Qty.	Sortiments	Item Seaso	Item Statis	Item Statis	DKK	SEK	NOK	EUR	GBP	U
2	125062	5715344722741	202989	CMMERRY: Woven aop L	L		9837	Black w.	Purple	Potion			2		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	
3	125062	5715344722758	202989	CMMERRY: Woven aop M	M		9837	Black w.	Purple	Potion			14		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	
4	125062	5715344722765	202989	CMMERRY: Woven aop S	S		9837	Black w.	Purple	Potion			14		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	
5	125062	5715344722789	202989	CMMERRY: Woven aop XS	XS		9837	Black w.	Purple	Potion			12		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	
6	125062	5715344722741	202989	CMMERRY: Woven aop L	L		9837	Black w.	Purple	Potion			22		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	
7	125062	5715344722758	202989	CMMERRY: Woven aop M	M		9837	Black w.	Purple	Potion			30		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	
8	125062	5715344722765	202989	CMMERRY: Woven aop S	S		9837	Black w.	Purple	Potion			25		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	
9	125062	5715344722772	202989	CMMERRY: Woven aop XL	XL		9837	Black w.	Purple	Potion			10		AUTUMN 2 DRESS	WOVEN		1199,95	1599,95	1599,95	169,95	159,95	

Fabric Control

Fabric must be controlled for weaving defects, knots, holes, spots, and dyeing mistakes before starting up cutting.

PILLING

We cannot accept pilling in fabric. This must be controlled before cutting and for any fabric with tendency of pilling supplier must performe a pilling test and pay attention in washing test and finishing.

For heavy washed garments fabric/samples must be tested to ensure that the fabric will not turn out to be fragile. Foreign fibers in fabric cannot be accepted. Machines need to be properly cleaned so there is no risk of oil stains, foreign fibers or dust.

DYEING PROCESS AND COLORS

Brands of Scandinavia A/S are working with Pantone TCX standards for textiles. You will find all colors

marked with a number referring to this standard. Brands of Scandinavia A/S will check colors in a light box in daylight D65

Colors in production must be exactly as approved lap-dips.

If the garment consists of more than one color of fabric, all colors must be sent for approval at the same time, as Brands of Scandinavia A/S must make sure colors are matching.

If more than one dye lot within one color occurs, supplier must inform Brands of Scandinavia A/S about this immediately, for Brands of Scandinavia A/S to decide if this can be accepted. If the difference in shade of color is accepted by Brands of Scandinavia A/S, production/packing can continue. Two shades of one color cannot be accepted in same assortment/carton.

DENIM

All pieces in one assortment/carton must be from same dye lot and wash, with less possible variation.

If denim is sold as a set, like jacket and trousers together, it is very important both parts are to be matched within the same lot.

For denim the color fastness of fabric is very important. Before finishing bulk fabric, samples must be tested (EN/ISO 13937-1 and EN/ISO13934-1) to secure the fabric has not turned fragile.

Sewing and Workmanship

For all garments delivered to Brands of Scandinavia A/S, sewing and workmanship needs to be perfectly performed.

Pieces with sewing and workmanship mistakes should be sorted out in the supplier's Quality Control (QC) before packing. The thread used in production must not break during normal use or recommended washing. Please always study the PO, Sample Request and/or PLM system for special requirements for each style.

For the following issues, you must pay extra attention:

- Buttons and other accessories/trimmings must be properly fastened. They cannot be loose or come off by during normal use or recommended wash.
- Button placement must be even and consistent across all pieces of the same style.
- Sewing must be straight and even according to the style.
- The placket must be straight and centered..
- The fabric must lie flat, with no puckering or folds along the stitching
- All stitches must be trimmed and cleaned nicely.
- No loose ends of thread can be accepted. All ends must be fastened/cut.
- All loose threads and cut off threads must be removed from style after sewing.
- Stains and dirt are not acceptable of any kind.
- No wrinkles can appear at placket or hemline; all must be straight and nicely pressed without any pressing marks.
- Interlining must be properly and nicely fastened.
- Front prints, placement prints, embroideries and similar design elements must be correctly positioned and aligned.

Should we assess that the above requirements have not been met in the production, we reserve the right to request a price reduction or full refund of the entire order.



ACCESSORIES AND TRIMS

Please always study our PO and information found in PLM system and/or Sample Request carefully and revert if you may have any comments or questions.

All accessories must be of good quality and securely attached, so that they are not affected by normal use or the recommended washing of the garment. Accessories must be colourfast and lightfast to prevent bleeding or fading.

The color and quality of all accessories must be sent to Brands of Scandinavia A/S for approval. If accessories are not sent for approval at the same time as lap-dips, a swatch of approved fabric in the correct color must be attached for comparing.

For all accessories used in production for Brands of Scandinavia A/S, all materials, components, and manufacturing processes must comply with applicable national legislation, the EU REACH Regulation (EC) No. 1907/2006, and the AFIRM RSL.

WASHING TEST

A washing test must be conducted for all garments delivered to Brands of Scandinavia A/S by supplier before delivery. If possible, we prefer the test to be in an ordinary household washing machine with household fabric soap. For dry cleaning only, please arrange a test as well.

- In the washing test please check the following:*

 - Shrinkage, we accept up to 5% shrinkage.
 - For fabric/trimming/accessories color bleeding/fading cannot be accepted
 - Special structure or effects in fabric must maintain after wash.
 - Seam slippage and broken threads cannot be accepted.
 - We can accept max 1.5 cm twisting in the garment measured by side seam in relaxed condition.
 - Accessories must be attached properly and may not be loosened after washing.

For dry cleaning only, please follow the same check list.

FINISHING

All products delivered to Brands of Scandinavia A/S must have a high-quality finish with the correct look and handfeel, in accordance with the approved samples and the requirements specified in the order sheet, PLM system, and/or Sample Request.

- Loose threads must be removed from garment.
- Treads ends from sewing, accessories and labels must be properly and nicely fastened.
- Suppliers must make sure garments have special treatment if required/needed.
- Ironing/steaming/pressing must be provided if needed/requested and supplier must secure there are NO pressing marks left.
- If the garment is printed, print must be as requested, and it may not fade or break during normal use or wash.
- Heavy smell of chemicals cannot be accepted in final production.

Any finishing treatments applied to garments or fabrics supplied to Brands of Scandinavia A/S must comply with applicable national legislation and regulations, the EU REACH Regulation (EC) No. 1907/2006, and the AFIRM RSL.

Nominated Suppliers

To ensure consistent quality, compliance, and operational efficiency across our supply chain, the following components must be sourced from nominated suppliers in the specified countries.

LABELS - India - China - Bangladesh - Turkey	POLYBAGS - China - Bangladesh - Turkey - India (under progress)
ZIPPERS - Turkey - China - Bangladesh - India	BUTTONS Turkey

All suppliers are required to source labels, polybags, zippers, and buttons from the nominated suppliers applicable to their supplier country.

The nominated supplier requirement applies according to the supplier’s country of production. Suppliers must source the specified components from nominated suppliers available in their respective countries. For example, suppliers producing in Turkey must source buttons from the nominated Turkish button supplier(s). Suppliers producing in other countries are not required to use the Turkish nominated button supplier(s), as nominated button supplier(s) in these markets are still being identified.

These suppliers have been carefully evaluated and meet our standards for quality, compliance, and operational reliability. Using nominated suppliers ensures consistency across products, supports our ESG commitments, and simplifies certification and audit processes.

NOMINATED SUPPLIERS				
TYPE OF SUPPLIER	SUPPLIER NAME	COUNTRY	CONTACT PERSON	CONTACT DETAILS
Zipper / Button supplier	YKK	All countries	Please contact your local YKK office/factory for details	Please contact your local YKK office/factory for details
Zipper / Buttons	Jiangsu CMZ Sci & Tech Co., Ltd.	China	Wang Yong	+86 - 13801103832 beijing@cmz.cn
Label, tags and polybag	Shanghai Xiang Label & Accessory Trading Co., Ltd.	China	Michael	+86 - 13656180708 michael13656180708@163.com
Zipper and button	Weixing Industrial (Bangladesh) Co., Ltd.	Bangladesh	Carlos Wu Leon Gonzalves	+880 - 1752 188773 carlos.wu@sab-cn.com shbd04@sab-cn.com
Label, tags and polybag	SA Accessories LTD	Bangladesh	Soheib (Chairman), Awlad (Director)	+880 - 1711956281 soheib@sa-accessories.com awlad@sa-accessories.com
Labels and tags	Rota Matbaa Yayincilik Kağıt Promosyon Sanayi Tic. Ltd. Şt	Turkey	Tugce Yuceer	+90 - 0212 240 5111 grafik@rotamatbaa.com.tr muhasebe@rotamatbaa.com.tr
Polybag	GCL International Ltd	Turkey	Uğur Turk	+90 - 0212 552 5178 satis@dekaplastik.com
Button	Timay Cit Cit Rivet ve Percin San. Ve Tic. A.S.	Turkey	Nazmi Navdar	+90 - 212 637 02 40 nvardar@medpa.com
Tags and Labels	Avery Dennison	India	Mr. Rishi Kapoor	+91 - 9958587368 rishi.kapoor@ap.averydennison.com
Zipper / Metal Buttons	Tex Corp	India	Deepak Narwal	deepak.narwal@texzipper.in
Polybag	Kohinoor Ribbon	India	Amit Kumar	amit@krfindia.net

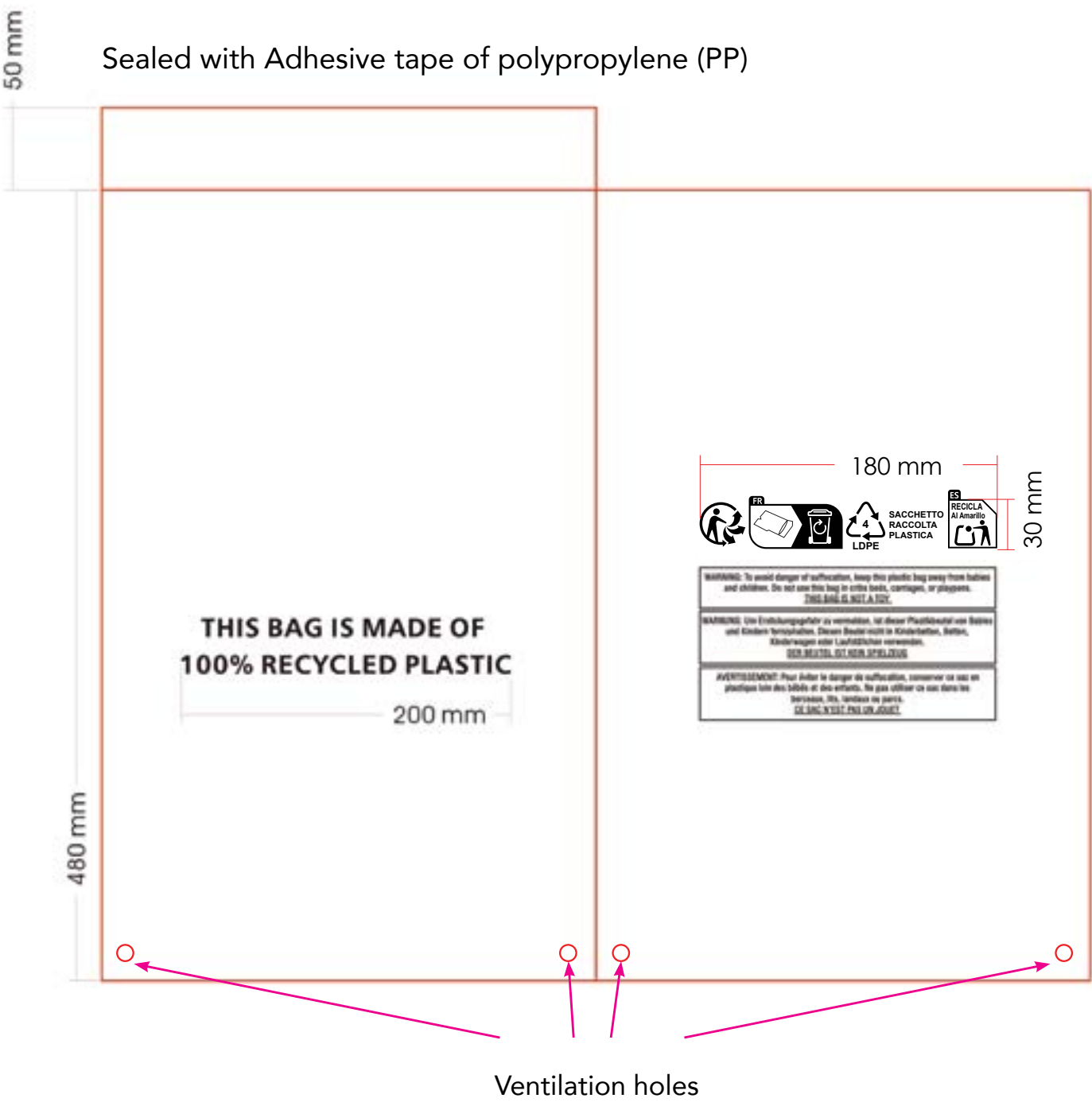
Packing

All packing must be conducted according to our standards and requests in PO or informed in BOM. Please always check the specific details in BOM, regarding requirements for packing outside of this manual.

We require that each garment is packed in individual polybags if nothing else is informed.

1. To avoid mold and bad smell all garments must be perfectly dry and clean before packing.
2. The silica bag needs to be added only if there is a risk of moisture.
3. It is very important that all assortments/solid size, solid color are packed correctly, and the information stated on the carton is correct according to the content.
4. Folding and use of tissue paper and foam must be according to figure on the next pages.
5. Tissue paper and foam must be in accordance with REACH and the AFIRM RSL and size must match folded garment.
6. The size of polybag must fit the folded garments. The use of too small polybags will cause squeezed and wrinkled garments which cannot be accepted.
7. KEY-ACCOUNT
*Many of our key-account customers use fully automated warehouse systems, where it is essential that the the polybags pass through without being damaged. As a result, customers have a strict requirement for a maximum bag size of **40 x 60 x 5 cm**. However, this format can only be used if it does not compromise the quality of the product – for example, by causing excessive creasing or pressure marks – as we never compromise on the quality of our products. Please inform the responsible buyer if the polybag size exceeds the specified maximum dimensions of 40 x 60 x 5 cm.*
8. The polybag must be made from recycled (PCR) polyethylene, with a thickness of 4S (for FQ) and 6S (for CM), and must always be closed with a glue line or tape. The polybag must comply with REACH and the AFIRM RSL.
 - Suppliers are required to source all polybags exclusively from the nominated suppliers listed in the “Nominated Suppliers” section
 - Polybags must NOT contain PVC.
9. All polybags must be sealed correctly.
10. *All polybags must include the correct waste sorting symbols according to the layout and specifications provided in this manual.*
11. The carton size must fit the folded assortment exactly. Cartons must not contain unnecessary empty space. If cartons are too large, it will increase freight costs due to the additional volume, and if they are too small, it may cause wrinkles and folding marks on the garments.
12. Only correct assortments/solid size, solid color can be accepted by Brands of Scandinavia A/S
13. Maximum carton weight: 20 kg. If carton size or weight differs from the specified requirements, approval must be obtained prior to shipment.

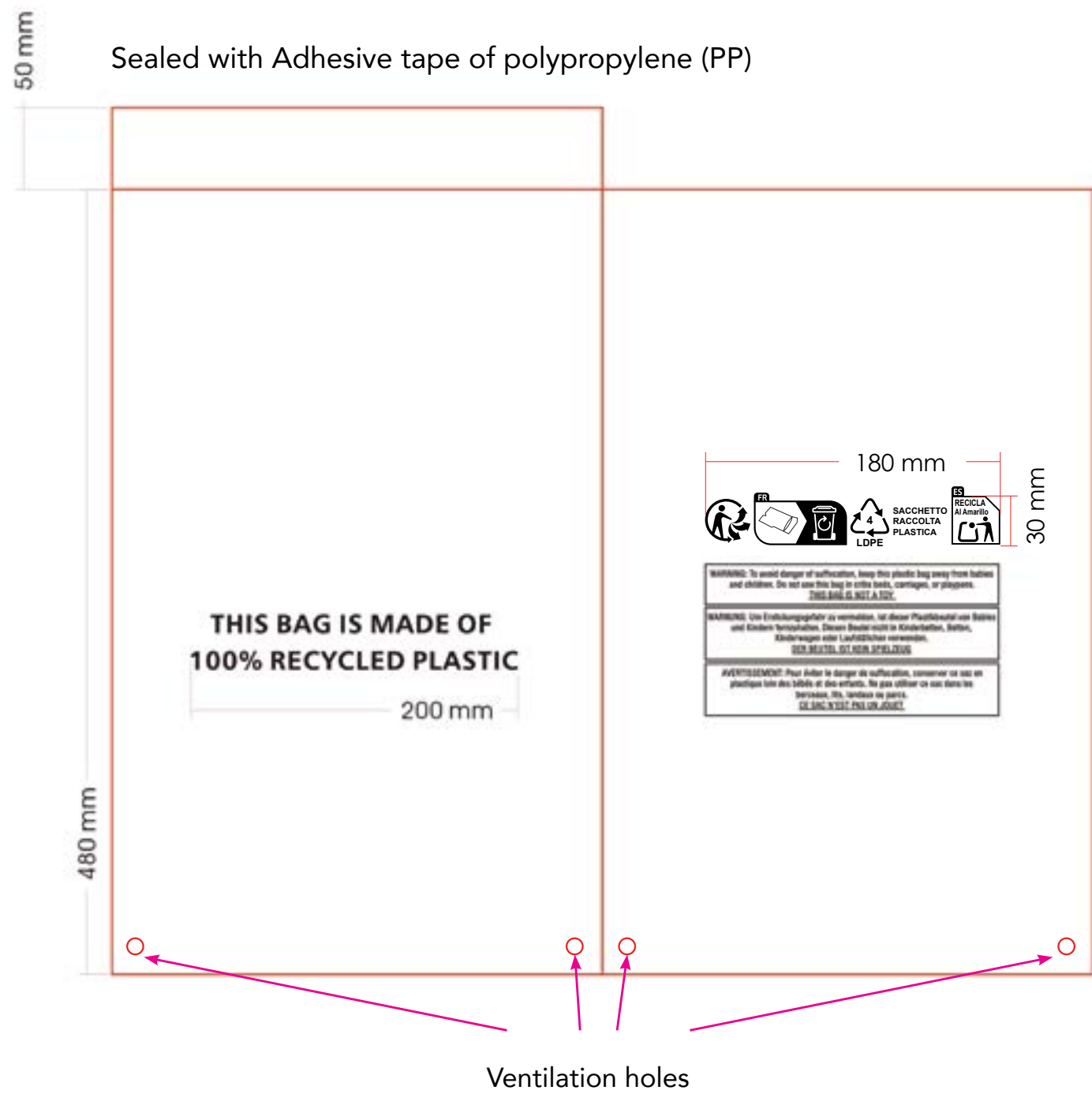
POLYBAGS QUALITY - FREEQUENT



*Above is an example

POLYBAGS - The polybag supplier must have a valid certification scope covering recycled materials and must be able to provide a valid Transaction Certificate (TC) upon request, at no additional cost.	
Size	Must fit to garment
Thickness	4S: For all garments
Quality	100% Recycled Polyethylene. Must follow REACH & the AFIRM RSL
Print Color	Black *Print must NOT contain Carbon Black Pigment *Print must be detectable in NIR sorting scans
Weight	Varies from size to size

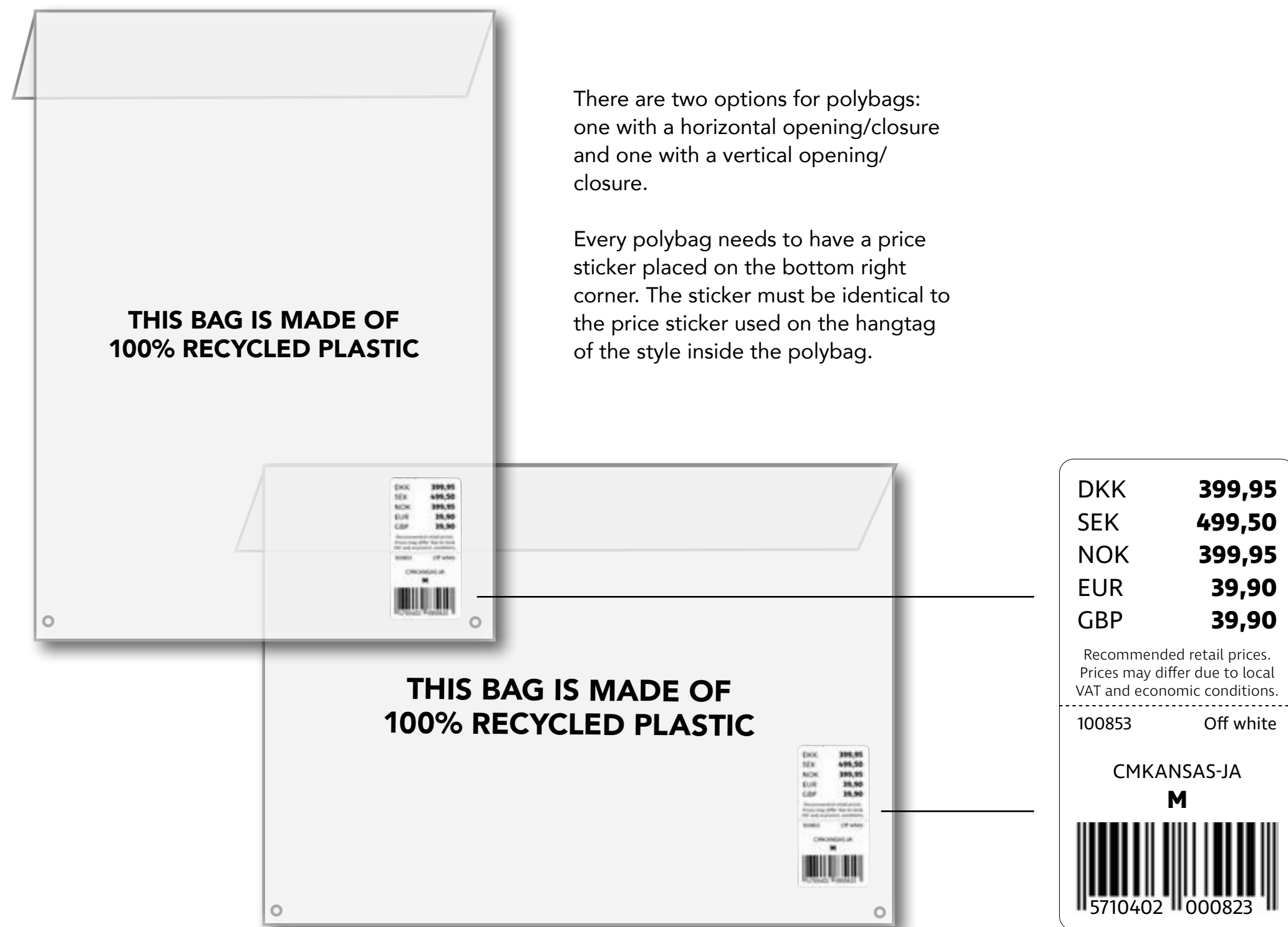
POLYBAGS QUALITY - CPH MUSE



*Above is an example

POLYBAGS - The polybag supplier must have a valid certification scope covering recycled materials and must be able to provide a valid Transaction Certificate (TC) upon request, at no additional cost.	
Size	Must fit to garment
Thickness	6S: For all garments
Quality	100% Recycled Polyethylene. Must follow REACH & the AFIRM RSL
Print Color	Black *Print must NOT contain Carbon Black Pigment *Print must be detectable in NIR sorting scans
Weight	Varies from size to size

POLYBAGS MARKINGS - PRICE STICKER



POLYBAGS MARKINGS - WASTE SORTING SYMBOLS



*Print is not actual size - Must be scaled as pr. requested

***Print must NOT contain Carbon Black Pigment**

***Print must be detectable in NIR sorting scans**

TISSUE PAPER



ACID FREE SOFT GARMENT TISSUE PAPER	
Size	Must fit to garment
Weight	0,12 GSM
Quality	Disposable. Must follow REACH & the AFIRM RSL

CM860 FOAM



FOAM TO USE WHEN PACKING THE GARMENT	
Size	Varies in size
Weight	- GSM
Quality	Disposable. Must follow REACH & the AFIRM RSL

PROTECTION CARDBOARD



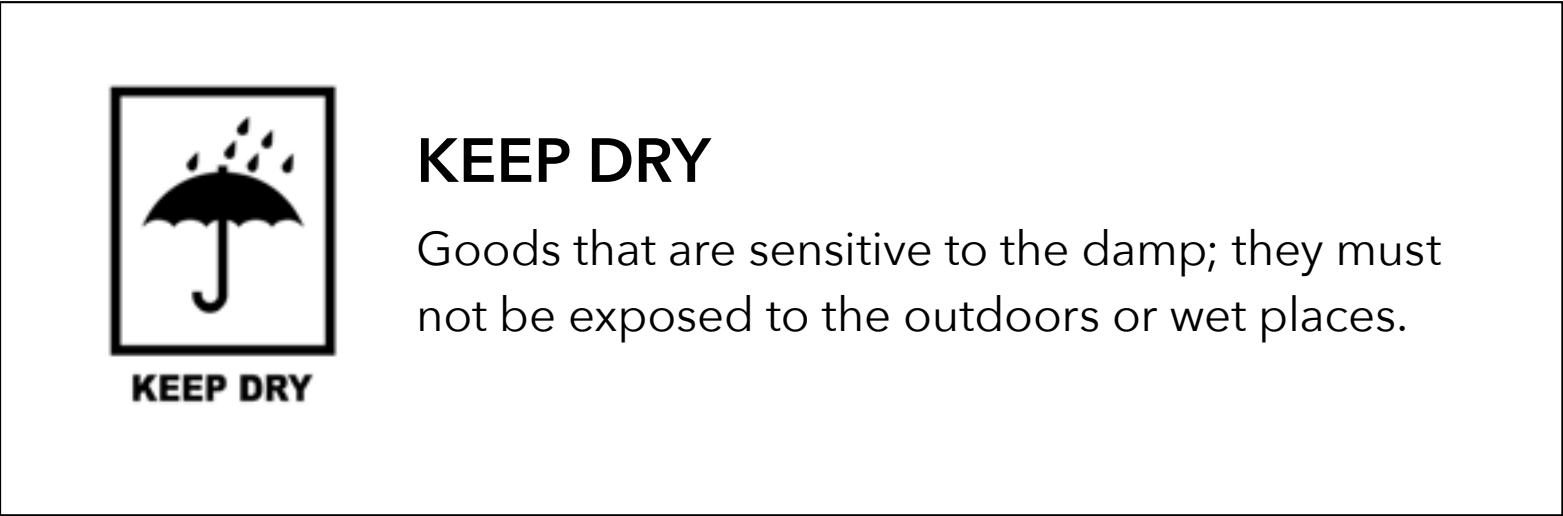
PROTECTION CARDBOARD IN TOP OF CARTON!
Always add protection cardboard in top of carton to avoid damaging the clothes when opening the carton with cutter.

Cartons

The carton quality needs to comply with the requirements below:

- The carton quality must follow regulations of REACH and the AFIRM RSL.
- The carton quality must be 3 PLY for small cartons (max. 5kg) and 5 PLY for larger cartons.
- Cartons must be FSC certified.
- The color of the carton must be natural.
- Export carton dimensions may vary. However, it is crucial that the contents fit the carton perfectly, with no excess space or air around the products.
The carton needs to be sealed with tape both ways.
- The carton needs to remain stable during transportation.
- The carton needs to be able to support the weight of stacking the cartons up to a height of 2,5m during transportation.
- **Max 20 kg - If carton size/weights differ from above, we must approve before shipment.**

We require that supplier mark cartons with the universal sticker/print, “Keep Dry” – please see below for reference.



Please note, Brands of Scandinavia A/S require all export cartons to include shipping markings. The information must be printed on a white label and placed on the wide side of the export carton, or printed directly on the carton in black.

The marking must be visible on the outermost carton received by Brands of Scandinavia A/S.

No handwritten notes

SHIPPING MARKING INCLUDES THE FOLLOWING INFORMATION:

- Order no (O/NO)
- Style name
- Article no. (style no.)
- 1/UP
- Assortment code, if necessary
- EAN-code(s)
- Table of size breakdown pr. color.
- Inseam length should only be included for styles where it is relevant, such as certain jeans and pants. For all other styles, this information should not be included.

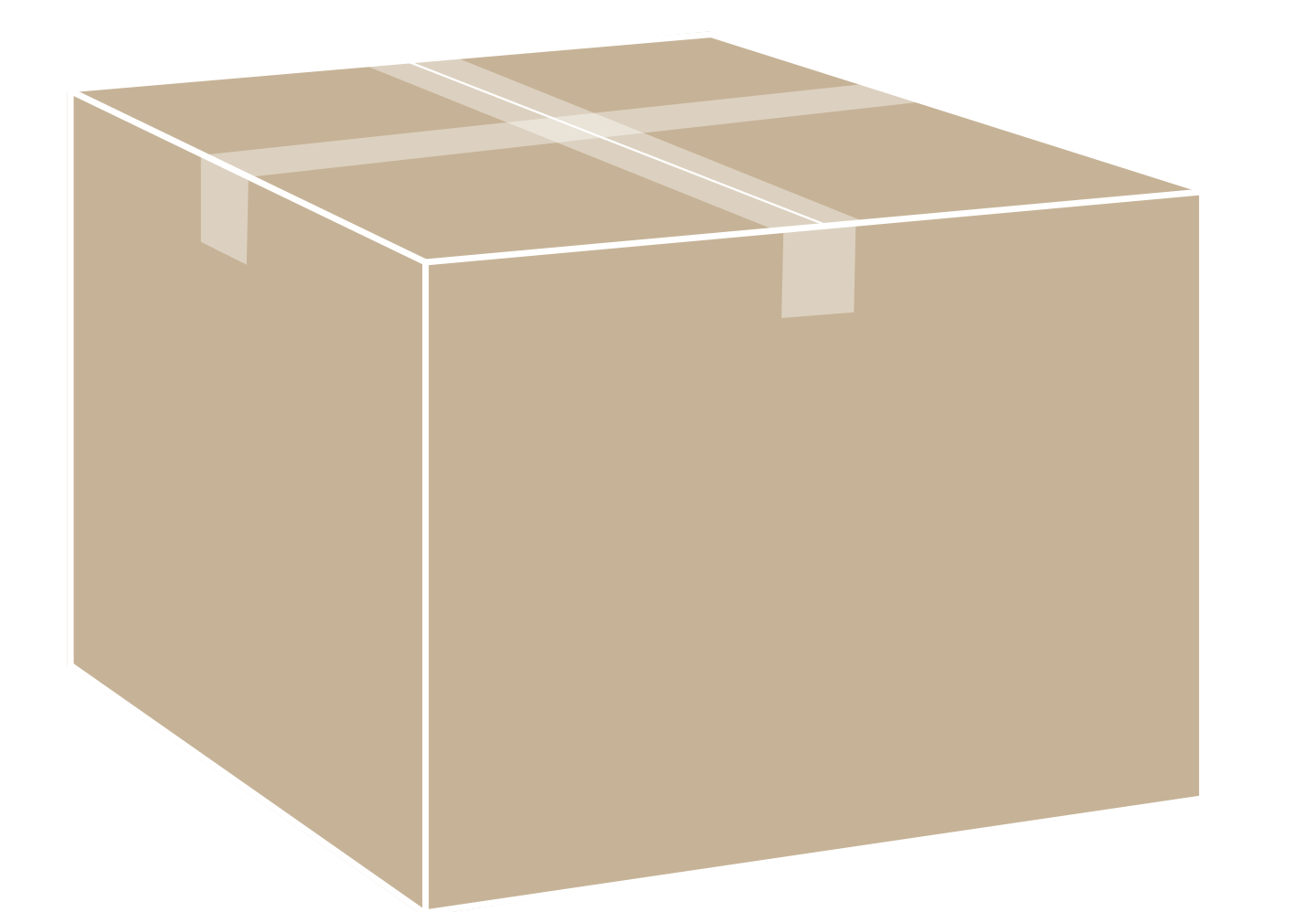
BONDED WAREHOUSE

All cartons for goods purchased for our **Bonded Warehouse** must be clearly marked with the text “**BONDED WAREHOUSE**” on a yellow or red label.

Goods intended for the Bonded Warehouse are identified on the purchase order by the location code **DK-PC-ND**.

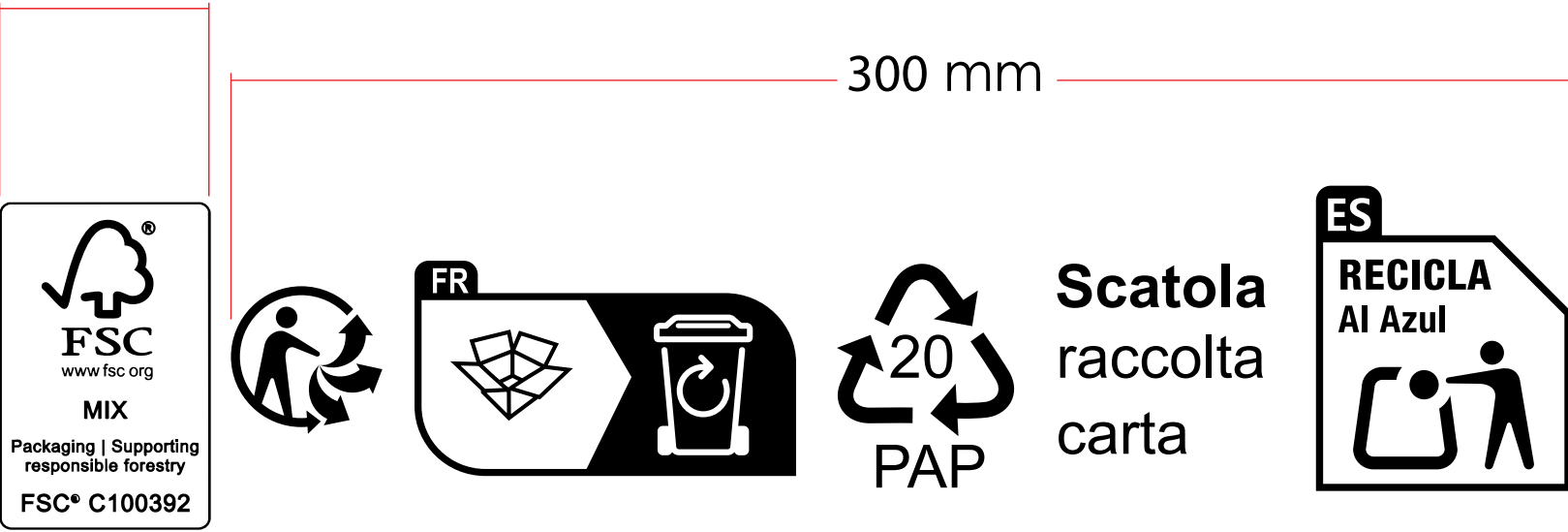
This marking must be clearly visible on every carton.

CARTONS QUALITY



CARTON SPECIFICATIONS	
Size	Must fit to garment / Variates
Color	Natural
Weight	3 Ply for Small Cartons (max 5 kg) and 5 Ply for larger cartons
Quality	Disposable. Must follow REACH & the AFIRM RSL
Sealing	With tape both ways
Specifications	Must remain stable during transportation. Must support the weight of stacking cartons up to a height of 2,5 m during transportation.
Logo & Marking	See the following pages for special markings & logo

CARTONS MARKING - FSC & WASTE SORTING SYMBOLS



Please ensure that the certified carton supplier includes their certification code and FSC claim on the sales invoice to the garment factory, which also handles the final packing.

We may request to see the invoice, so the garment factory should be able to show it to us upon request.

It is the carton supplier’s responsibility to use the correct FSC on-product claim and ensure it is approved according to their procedure.

Note that the illustrated logo is just an example and must be updated with the correct and approved FSC claim.

* Above is just an example. Make sure to follow correct FSC LOGO standard for size and correct numbers.
* Prints are not actual size - Must be scaled as pr. requested

Size	300 mm
Placement	Must be printed on LONG side
Print Color	Black <i>*Print must NOT contain Carbon Black Pigment</i> <i>*Print must be detectable in NIR sorting scans</i>

CARTONS MARKING - KEEP DRY



Goods that are sensitive to the damp; they must not be exposed to the outdoors or wet places. We require that supplier mark cartons with the universal paper sticker/ print “KEEP DRY”.

In this way, we ensure that our shipments are treated correctly and with respect complied with the instruction.

Please see above for reference.

*Prints are not actual size - Must be scaled as pr. requested

Size	Minimum 50 mm
Placement	Must be printed on both short sides
Print Color	Black <i>*Print must NOT contain Carbon Black Pigment</i> <i>*Print must be detectable in NIR sorting scans</i>

CARTONS MARKING - ASSORTMENT INFO & EAN CODE

All **blue text** seen on the illustrations are example text and must be adjusted to each order.

The carton markings and information size must comply with the minimum size requirements shown in the illustrations

O/NO: XXXXXXX

ARTICLE NO:

STYLENAME: COULDBE-PA

1/UP: XX

ASSORTMENT CODE: 12A-1-N

LOCATION CODE: XXXXX

COLORCODE	COLOR	26	27	28	29	30	23
1000	BLACK	1	2	3	2	1	



0 012345 678905

— 60 x 30 mm —

A

34"

Jeans length

Only print this
for jeans

Size	80 mm high
Placement	Must be printed on both short sides
Print Color	Black *Print must NOT contain Carbon Black Pigment *Print must be detectable in NIR sorting scans

Size of information on carton must not be smaller than this.

O/NO: XXXXXXXX
ARTICLE NO:
STYLENAME: COULDBE-PA
1/UP: XX
ASSORTMENT CODE: 12A-1-N
LOCATION CODE: XXXXX

A 32"

Jeans length
Only print this
for jeans

COLOR	XS	S	M	L	XL	XXL
BLACK	1	2	3	2	1	
WHITE	1	2	3	2	1	
BLUE	1	2	3	2	1	

— 60 x 30 mm —

Size	175 mm high
Placement	Must be printed on both short sides
Print Color	Black *Print must NOT contain Carbon Black Pigment *Print must be detectable in NIR sorting scans

BONDED WAREHOUSE

Cartons for Bonded Warehouse - please add sticker “BONDED WAREHOUSE”.

BONDED WAREHOUSE

Font size

Min font size 130 pt

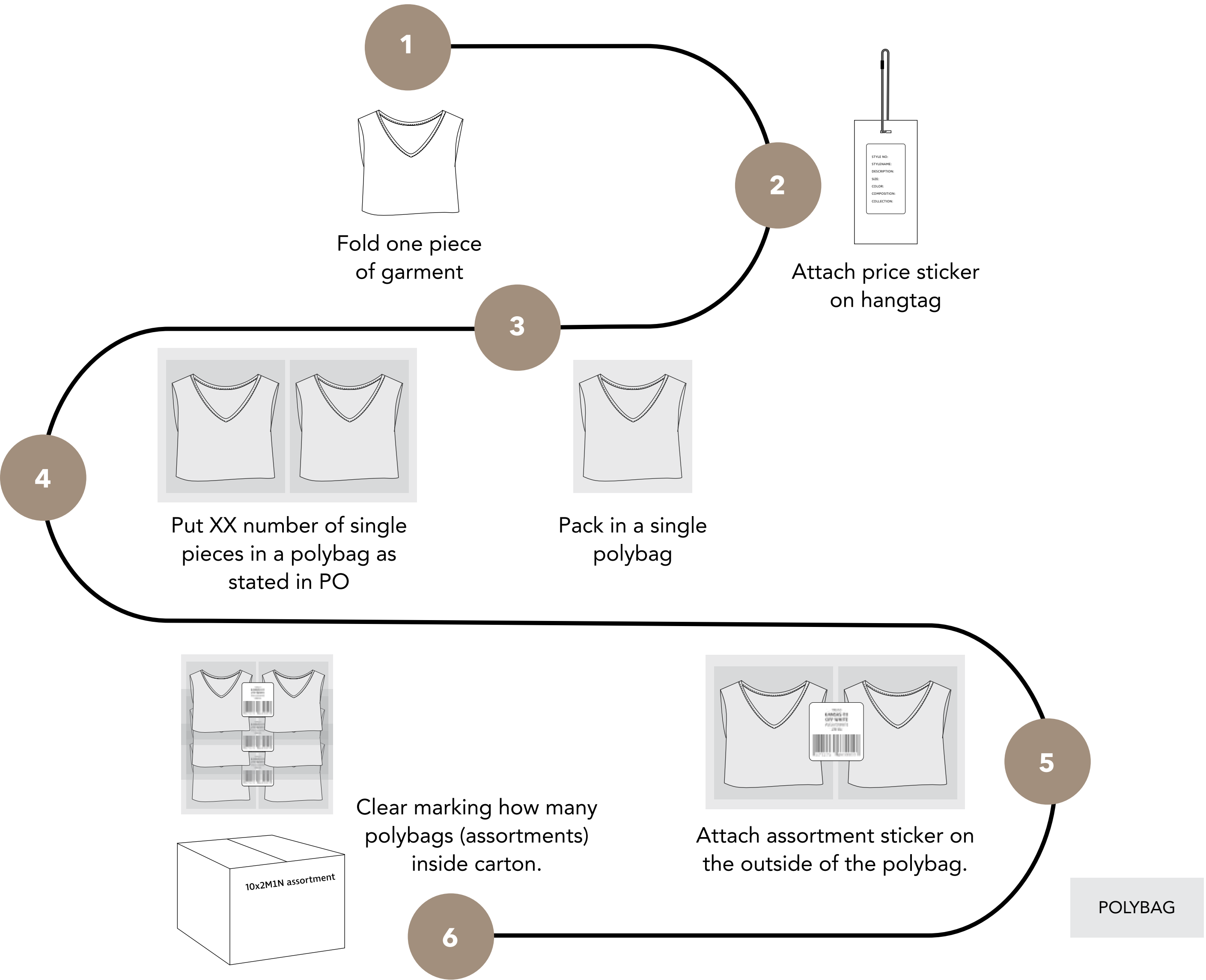
BONDED WAREHOUSE STICKER	
Size	Minimum font 130 pt
Color	White
Print Color	Black
Quality	Uncoated paper sticker
Placement	Must be printed on both short sides

MARKING PLACEMENTS - UNFOLDED EXAMPLE

	ORDERING NO : XXXXXX ARTICLE NO : XXXXXX STYLE NAME : FQCOULDBE-PA 1/UP : XX ASSORTMENT CODE : 12A-1-N A 32" <table><tr><th>COLOR CODE</th><th>COLOR</th><th>XS</th><th>S</th><th>M</th><th>L</th><th>XL</th><th>XXL</th></tr><tr><td>1000</td><td>BLACK</td><td>1</td><td>2</td><td>3</td><td>2</td><td>1</td><td></td></tr><tr><td>8220</td><td>BRIGHT WHITE</td><td>1</td><td>2</td><td>3</td><td>2</td><td>1</td><td></td></tr><tr><td>7011</td><td>NAVY BLAZER</td><td>1</td><td>2</td><td>3</td><td>2</td><td>1</td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> EAN CODE JUST EXAMPLE FSC www.fsc.org www.fsc.org www.fsc.org 20 PAP Scatola raccolta carta ES RECICLA Al Anzi	COLOR CODE	COLOR	XS	S	M	L	XL	XXL	1000	BLACK	1	2	3	2	1		8220	BRIGHT WHITE	1	2	3	2	1		7011	NAVY BLAZER	1	2	3	2	1																		
COLOR CODE	COLOR	XS	S	M	L	XL	XXL																																											
1000	BLACK	1	2	3	2	1																																												
8220	BRIGHT WHITE	1	2	3	2	1																																												
7011	NAVY BLAZER	1	2	3	2	1																																												
LONG SIDE	SHORT SIDE	LONG SIDE	SHORT SIDE																																															

SHIPPING MARKING printed on cartons	
Size	See prev. pages
Print Color	Black *Print must NOT contain Carbon Black Pigment *Print must be detectable in NIR sorting scans

MULTI PACKING



Solid size, NOOS and Key Accounts Packaging

NOOS orders always to be packed in solid color, solid size.

On all carton with NOOS, Key accounts and Solid size orders, you must put barcodes on the carton, that matches which sizes and colors the carton contains. If the carton for instance contains both size S, M and L in Black, then you must put all three barcodes on the carton. The barcodes must be placed on the two short sides of the carton. If the above is not followed, we must require a credit note for the handling costs which will be brought upon us to re-pack the orders for our key accounts.

ONE STICKER PR. SIZE PER CARTON – PACKED SOLID STYLE/COLOR/SIZE.
If needed it is allowed to pack more sizes per carton, but a piece of cardboard must separate them where the new size begins. Be noted! **Max 4 different sizes per carton.** Shipping mark must show the exact content of the carton.

*ATTENTION! We do not accept over/under shipment for key account orders - these must be delivered 100% according to our PO. In case this is not **kept**, we can issue a credit note to cover the lost profit.*

If by any chance it is not possible to pack 100% according to the PO, you need to contact the buying department, who will evaluate the case individually on how to solve the case in the best way.

Examples of Key Account customers could be Boozt, Wehkamp and Zalando, and it will be clearly stated in the PO which pieces are for Key Accounts.

It is important to include the location code on the export cartons. The location code must be clearly visible, as this is essential information for our warehouse team, enabling them to sort the goods more efficiently upon arrival.

Below an example of how to mark cartons if more sizes are packed into one carton (remember 1 sticker for each size and color packed in the carton).

O/NO: XX XX XX

ARTICLE NO: XX XX XX

STYLENAME: COULDBE-PA

1/UP: XX

ASSORTMENT CODE: XX

LOCATION CODE: XX

DKK 399,95
SEK 499,50
NOK 399,95
EUR 39,90
GBP 39,90

Recommended retail prices.
Prices may differ due to local
VAT and economic conditions.

100891 Black
COULDBE-PA
XS

DKK 399,95
SEK 499,50
NOK 399,95
EUR 39,90
GBP 39,90

Recommended retail prices.
Prices may differ due to local
VAT and economic conditions.

100891 Black
COULDBE-PA
S

DKK 399,95
SEK 499,50
NOK 399,95
EUR 39,90
GBP 39,90

Recommended retail prices.
Prices may differ due to local
VAT and economic conditions.

100891 Black
COULDBE-PA
M

DKK 399,95
SEK 499,50
NOK 399,95
EUR 39,90
GBP 39,90

Recommended retail prices.
Prices may differ due to local
VAT and economic conditions.

100891 Black
COULDBE-PA
L

DKK 399,95
SEK 499,50
NOK 399,95
EUR 39,90
GBP 39,90

Recommended retail prices.
Prices may differ due to local
VAT and economic conditions.

100891 Black
COULDBE-PA
XL

DKK 399,95
SEK 499,50
NOK 399,95
EUR 39,90
GBP 39,90

Recommended retail prices.
Prices may differ due to local
VAT and economic conditions.

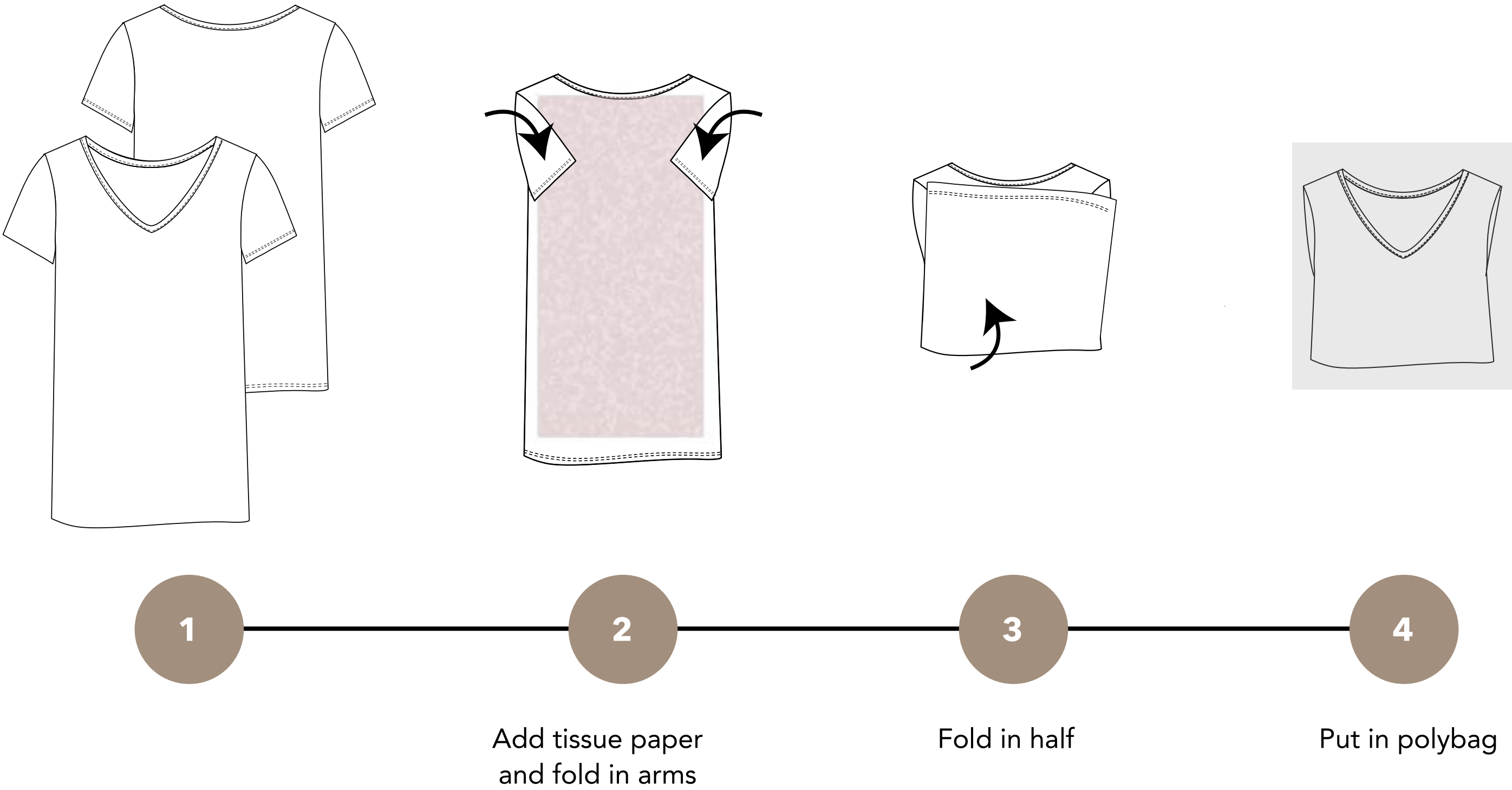
100891 Black
COULDBE-PA
XXL

COLOR	XS	S	M	L	XL	XXL
BLACK	1	2	3	2	1	

How to Fold

T-SHIRTS AND TOPS

If nothing else stated, clothing items shall be half folded. Tissue paper between layers.

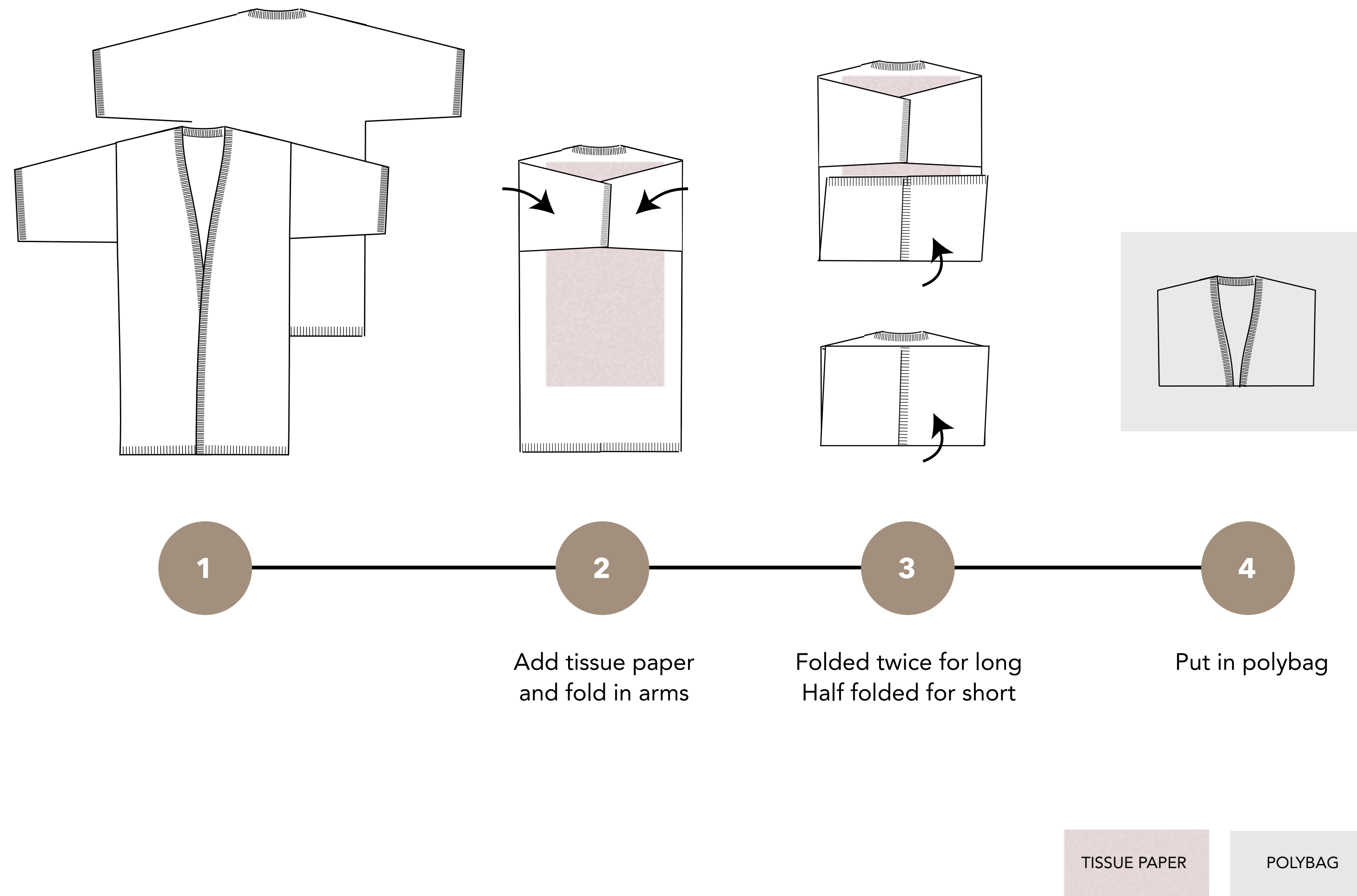


TISSUE PAPER

POLYBAG

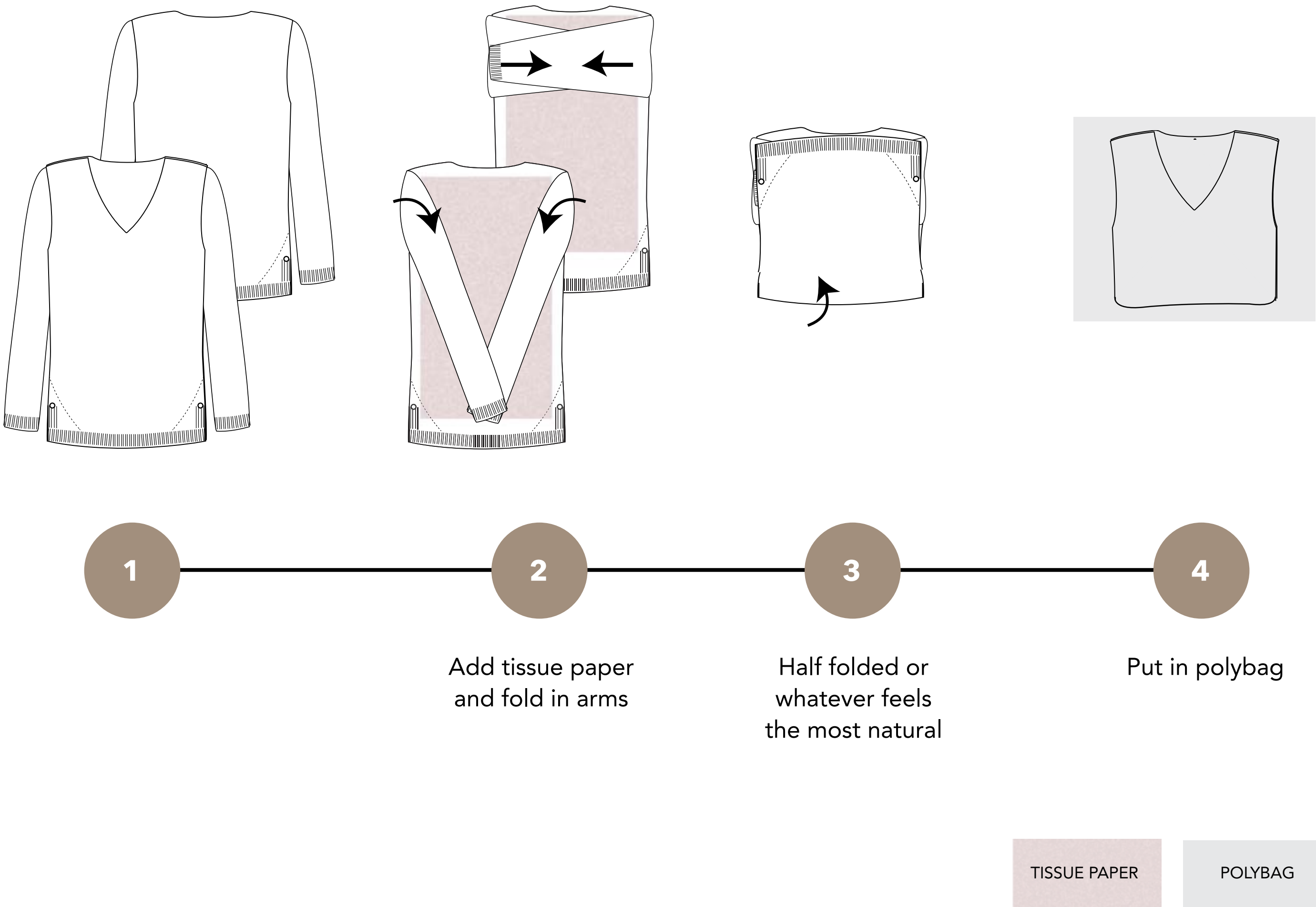
CARDIGANS

If nothing else stated, clothing items shall be half folded. Tissue paper between layers.



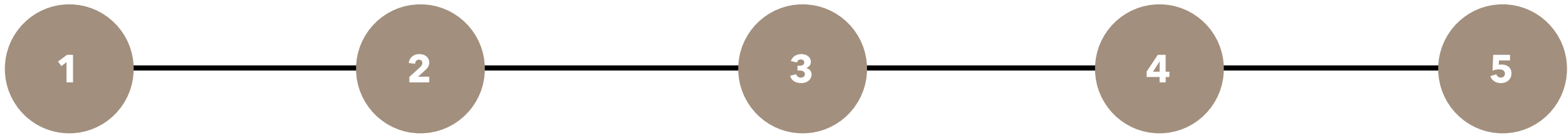
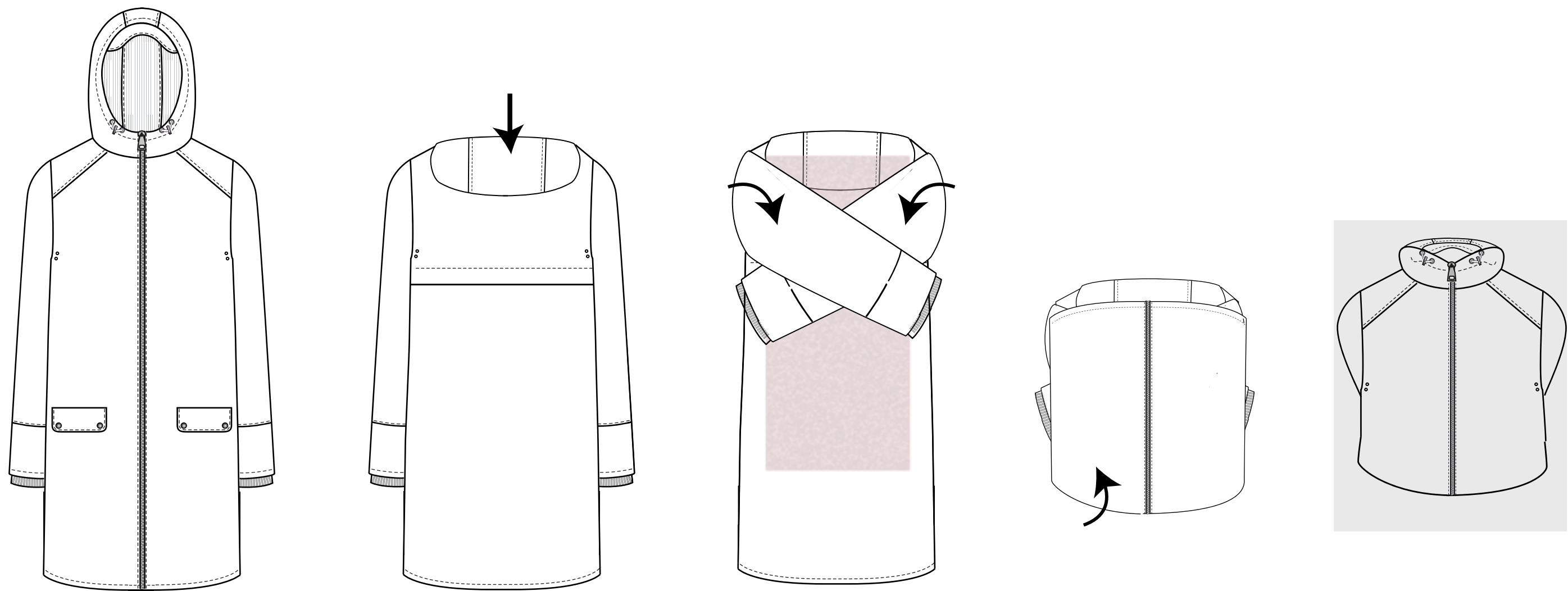
KNITS AND LONG SLEEVES

If nothing else stated, clothing items shall be half folded. Tissue paper between layers.



OUTERWEAR AND WOOL JACKETS

If nothing else stated, clothing items shall be half folded. Tissue paper between layers.



Put down hat

Add tissue paper
and fold in arms

Half folded

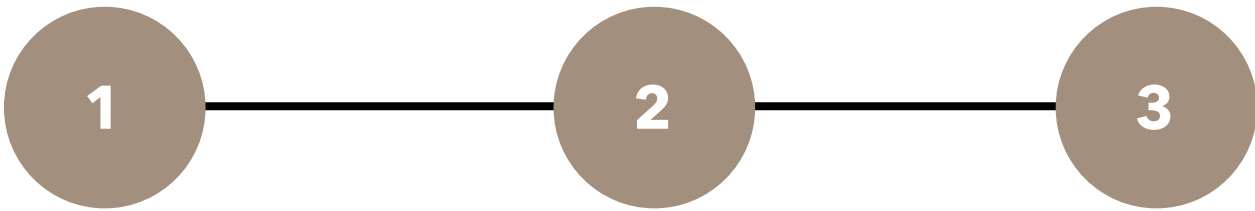
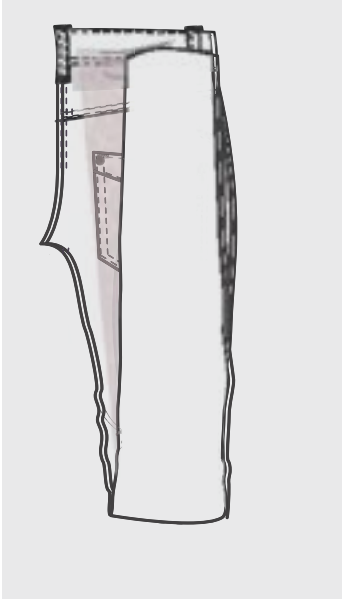
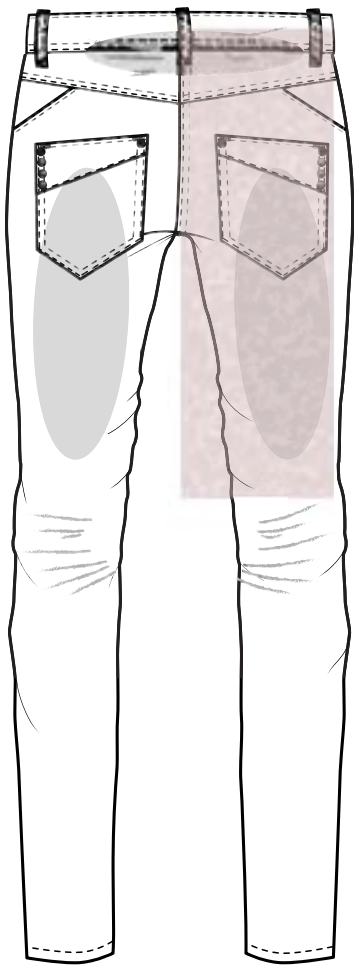
Put in polybag

TISSUE PAPER

POLYBAG

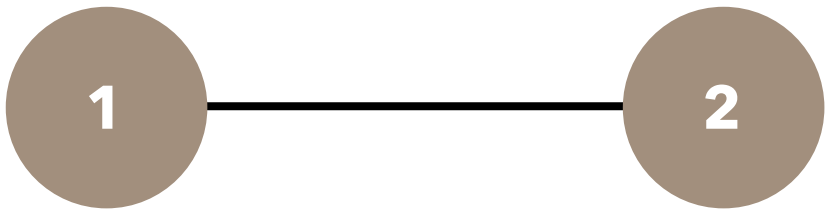
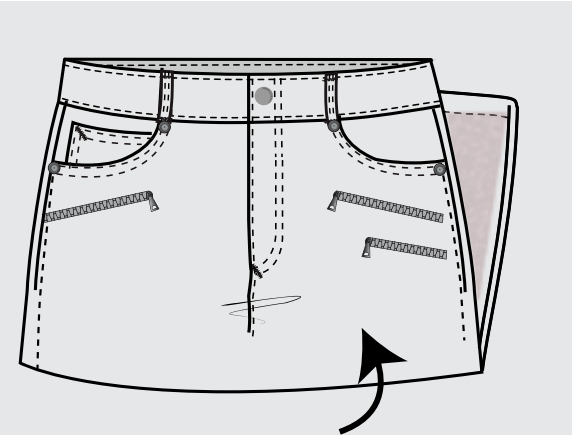
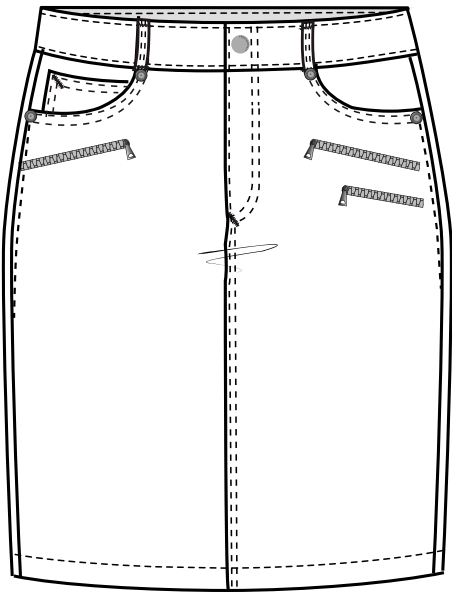
PANTS, JEANS AND SKIRTS

If nothing else stated, clothing items shall be half folded. Tissue paper between layers.



Add tissue paper
and fold in half

Add tissue paper,
fold in half and put in
polybag.



Add tissue paper,
fold in half and put in
polybag.

TISSUE PAPER

POLYBAG

Storage and Delivery

If goods must be stored before being handed over to our forwarder, the supplier is responsible for ensuring that storage conditions are dry and clean.

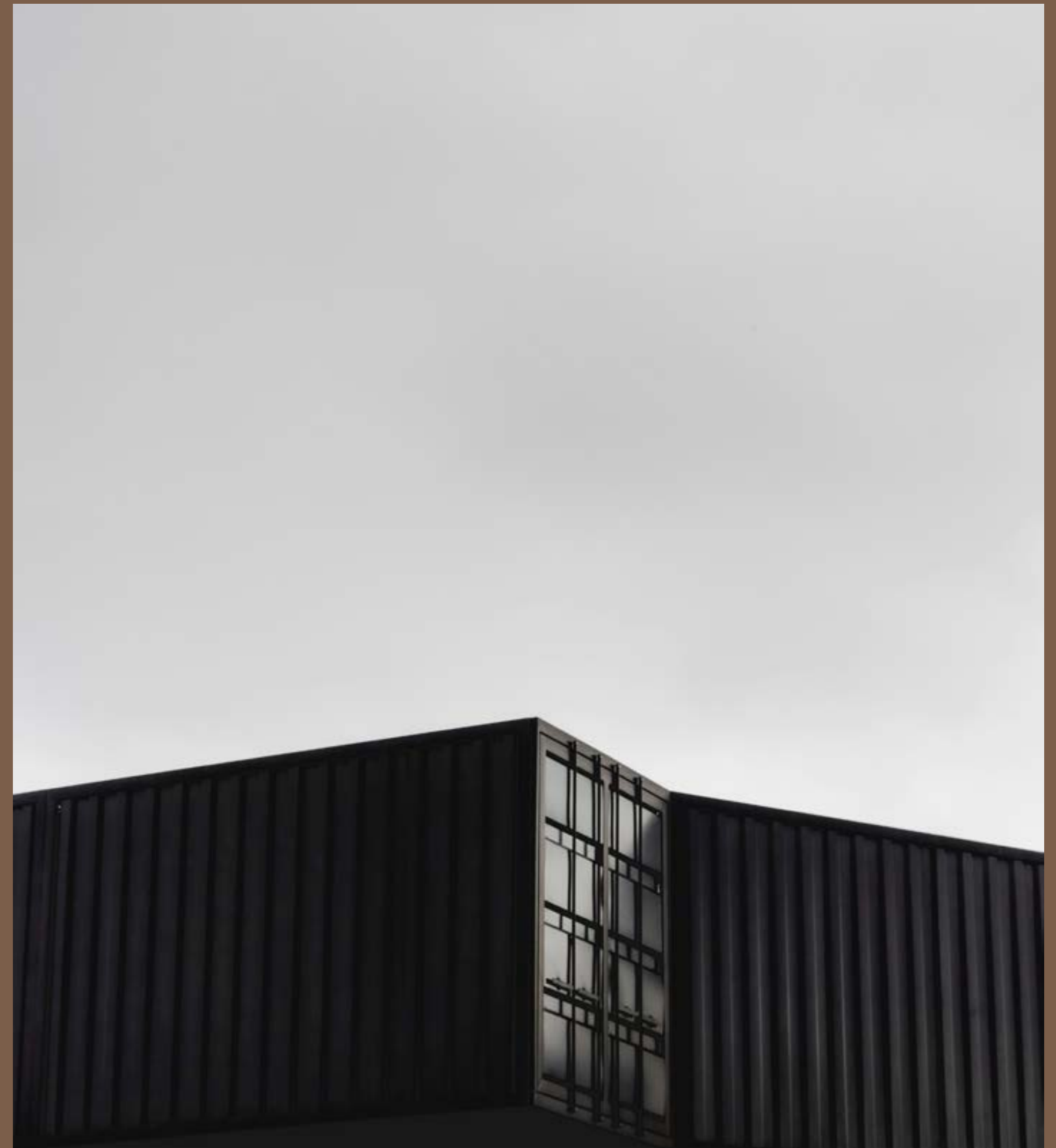
Garments must be protected from mold, mildew, and unpleasant odors, which are strictly unacceptable and will result in rejection.

All cartons must be handled with care to prevent damage to both cartons and contents.

- Broken cartons or polybags are not permitted.
- Goods must be delivered to the forwarder in neat and intact packaging.

All cartons must be clearly and correctly marked, in full alignment with the shipping documents.

It is the supplier's responsibility to ensure that all labelling is legible, accurate, and properly placed.



Shipment Samples

Before each shipment **Brands of Scandinavia A/S must receive and approve shipment samples.**

- **Shipment samples must be taken from the first ready pieces in production** and must reflect the final product, including **correct finishing, labelling, and packaging.**
- Packing instructions:
 - One (1) piece must be individually packed in a polybag to demonstrate correct final packaging.
 - The remaining shipment sample items should be packed in **master polybags** to minimize plastic consumption.
- Shipment samples must be **approved by Brands of Scandinavia A/S before the goods are handed over to our forwarder.**
 - Approval will be communicated via the **PLM system or through email if you are an offline supplier.**
- **Sample requirements by brand:**
 - For all brands: **1 piece in size S in all colors** (used for pack shots).
 - An additional for FREEQUENT: **1 piece in size S and 1 piece in size L** (for testing and reference).
 - An additional for CPH MUSE: **1 piece in size XS in any color** (for testing and reference).



Photo Samples

FOR KEY ACCOUNT CUSTOMERS

Many of our **key account customers**, who sell exclusively through **online sales channels**, require **photo samples in the requested color and quality**.

These samples are crucial for the customer to create marketing material for their own webshops, which supports them **present and sell our products in the best possible way**.

HANDLING AND EXPECTATIONS

- **Photo samples will be created in our PLM system or you will receive specific info by email if you are an offline supplier**, and all relevant information — such as **size, color and ETA** — will be clearly specified.

The photo samples must represent the **final approved quality and appearance** and be ready for the customer's use in their online marketing efforts.



Quality Control

– QC

Suppliers are responsible for performing **comprehensive quality control** on all finished garments before delivery. This includes verifying the outcome of **all production processes** to ensure the product meets the standards outlined in this manual.

Goods must be inspected for all quality aspects listed below. If any **discrepancies or defects** are found, they must be corrected **before moving forward** in the production or shipping process.

If correction is not possible, **Brands of Scandinavia A/S must be informed immediately** to determine further actions. Only goods that have passed Quality Control (QC) without faults or comments may be delivered directly to Brands of Scandinavia A/S.

THE FOLLOWING ISSUES MUST AS A MINIMUM BE CHECKED IN QUALITY CONTROL:

- Marking of the garment with all labels and hangtags
- Fabric control.
- Weaving mistakes and foreign fibers must be avoided.
- Dyeing and colors.
- Color must always match lap-dips approved by Brands of Scandinavia A/S and no spots or bleeding/fading of color can be accepted.
- Sewing and workmanship.
- Style must be nice preformed with all trimming and accessories properly attached.
- Trimming and accessories must be quality and color as approved by Brands of Scandinavia A/S
- Finishing and correct hand feel must be controlled.
- Loose thread ends, loose fabric threads, strong odors, and pressing marks are not acceptable on finished garments. All loose thread ends must be securely fastened or trimmed before shipment
- Packaging and correct shipping markings.

When shipment samples are received, **Brands of Scandinavia A/S will conduct an internal QC**. If defects or discrepancies are identified, suppliers will be notified **through the PLM system or by email if you are an offline supplier**

We expect prompt feedback from the supplier to find a solution.

All communication regarding sample issues must be handled in the PLM system under the specific style.

Upon arrival of goods at Brands of Scandinavia A/S in Denmark, another **final quality control** will be conducted based on the criteria mentioned on previous page.

If issues are found:

- Brands of Scandinavia A/S will inform the supplier through the **PLM system or email**.
- Brands of Scandinavia A/S will determine whether the general quality is acceptable for customer delivery or if further actions (such as rework or returns) are required.

Brands of Scandinavia A/S will arrange for **random chemical testing to be conducted by an independent testing laboratory**, to see if regulations for REACH (EU1907/2006) and the AFIRM RSL are followed. You will be informed if an order in your production needs to be controlled before delivery.



Logistic

All shipments for **Brands of Scandinavia A/S** shall be executed through the **freight forwarder nominated by Brands of Scandinavia A/S**.

The Supplier shall make the necessary transport booking with the nominated forwarder in due time prior to the scheduled departure, thereby ensuring that agreed delivery dates can be met.

For FCA and FOB shipments, the supplier is responsible for coordinating the local shipment and ensuring that the goods are delivered to the nominated freight forwarder or terminal in sufficient time to meet the agreed ETD (Estimated Time of Departure).

For DAP and DDP shipments, the supplier is responsible for ensuring that the goods are delivered to the agreed destination by the confirmed delivery date stated on the purchase order.





OCEAN FREIGHT

As a rule, sea freight shipments shall be shipped FOB [port of shipment], unless otherwise agreed and approved in writing by Brands of Scandinavia A/S.

The nominated freight forwarder will provide the supplier with the relevant sailing schedule and applicable cargo closing deadline.

The supplier is responsible for ensuring that the goods are delivered to the nominated freight forwarder or port in sufficient time to meet the applicable cargo closing deadline for the agreed vessel.



AIR FREIGHT

As a rule, air freight shipments arranged by Brands of Scandinavia A/S shall be shipped FCA [airport of origin] (Incoterms® 2020), unless otherwise agreed and approved in writing by Brands of Scandinavia A/S.

The nominated freight forwarder will provide the Supplier with the relevant flight schedule and shipping instructions required to meet the agreed ETD (Estimated Time of Departure).

For FCA shipments, the Supplier is responsible for ensuring that the goods are delivered to the nominated freight forwarder or airport in sufficient time to meet the agreed ETD.

All local costs and charges up to and including delivery of the goods to the airport of origin shall be borne by the Supplier.

For DAP and DDP shipments, the Supplier is responsible for arranging transportation and ensuring that the goods are delivered to the agreed destination by the confirmed delivery date stated on the Purchase Order.

Should the Supplier require assistance in arranging transportation, the Logistics Department at Brands of Scandinavia A/S may provide references to approved or preferred freight forwarders.

For assistance, please contact: logistic@brandsofscandinavia.com

Before arranging any air freight shipment, the Supplier must contact Brands of Scandinavia A/S to allow Brands of Scandinavia A/S to assess whether the shipment, in whole or in part, may be transported by sea instead of air.



ROAD FREIGHT (TRUCK)

As a rule, road freight shipments arranged by Brands of Scandinavia A/S shall be shipped FCA [freight forwarder’s terminal, city] (Incoterms® 2020), unless otherwise agreed and approved in writing by Brands of Scandinavia A/S.

The nominated freight forwarder will inform the Supplier of the applicable collection schedule and departure day for the Supplier’s location.

The Supplier is responsible for delivering the goods to the nominated freight forwarder’s terminal and shall bear all costs, risks and responsibilities up to and including delivery at the agreed terminal.

**Nominated
Forwarders** 

NOMINATED FORWARDER - SEA FREIGHT				
COUNTRY	PORT OF DEPARTURE	CONTACT PERSON:	EMAIL	TELEPHONE
China	Shanghai	Dora Liang	dora.l@alpichina.cn	+ 86 - 136 363 20816
China	Ningbo	Zita Wang	zita.w@alpichina.cn	+ 86 - 138 177 53212
China	Shenzhen	Zita Wang	zita.w@alpichina.cn	+ 86 - 138 177 53212
China	Qingdao	Will Shao	will.s@alpichina.cn	+ 86 - 159 0192 8001
China	Xingang	Will Shao	will.s@alpichina.cn	+ 86 - 159 0192 8001
China	Xiamen	Candy Liu	candy.l@alpichina.cn	+86 - 189 060 00787
Hong Kong	Hong Kong	Nicole Li	nicole.li@gatewaylogistics.com	852-22119091
Bangladesh	Chittagong	Ligi Logistics - Primary contact	rahman@ligilogistics.com	+880 1791-636220
Bangladesh	Chittagong	Ligi Logistics - Secondary contact	sazzad-bd@ligilogistics.com	+880 1620 010393
Bangladesh	Chittagong	Ligi Logistics - Secondary contact	thiyagarajan.c@ligilogistics.com	+91 95660 26321
Vietnam	Hai Phong	Ms. Chi	docs@alpivietnam.com	+ 84 38 220 7977
India	Nhava Sheva	Manivel Balaji	manivel.balaji@ligilogistics.com	+ 91 8655982987
Pakistan	Karachi	Sohail Qureshi	sha.qshi@alpipakistan.com	+ 9221-34310687

PREFERRED FREIGHT FORWARDER - AIR FREIGHT				
COUNTRY	AIRPORT OF DEPARTURE	CONTACT PERSON:	EMAIL	TELEPHONE
Scan Global Logistics				
China	Shanghai	Sean Xu	seax@scangl.com	+ 86 - 2165665127
China	Shanghai	Sophia Xiu	Sopxi@scangl.com	+ 86 - 2155660337
Alpi China				
China	Shanghai	Shirley Sun	Shirley.su@alpichina.cn	+ 086 15900628950
Leman China Co. Ltd.				
China	Shanghai	Eddy Yao	eddy.yao@leman.com	+ 86 021-32585063
EFL - Expo Freight				
India	New Delhi	Nikhil Rishiraj	nikhilk@efl.global	+ 91 2261404712
India	Mumbai	Denis Reuben Gabriel	denisg@efl.global	+ 91 2261404747
India	Chennai	P.V. Jagadeeshwaran	jagadeespv@efl.global	+ 91 9840031332
Ligi Logistics				
Bangladesh	Chittagong	Ligi Logistics - Primary contact	rahman@ligilogistics.com	+880 1791-636220
Bangladesh	Chittagong	Ligi Logistics - Secondry contact	sazzad-bd@ligilogistics.com	+880 1620 010393
Bangladesh	Chittagong	Ligi Logistics - Secondry contact	thiyagarajan.c@ligilogistics.com	+91 95660 26321

ROAD FREIGHT FORWARDER				
GALATA	DEPARTURE	CONTACT PERSON	EMAIL	TELEPHONE
Turkey	Istanbul	Sevket Sevinc	sevkets@galpi.com.tr	+90 549 748 03 58
X-Trans				
Portugal	Perafitas	Helder Serrao	helder.serrao@xtrans.pt	+ 351 2200904407

How to Issue Documents

INVOICE REQUIREMENTS

All invoices must be issued to:

Brands of Scandinavia A/S Birkemosevej 11 B
DK-6000 Kolding

If a shipment contains goods destined for both the **EU** and **Norway**, the invoice must clearly distinguish the goods on separate invoice lines.

The destination must be specified after the purchase order number using the following format:

- XXXXXX-EU
- XXXXXX-NO

Please refer to the **Invoice Template** for the correct setup and examples.

IMPORTANT: Country of origin must be stated on all invoice lines.

Please refer to the Invoice template for the correct setup and examples

INVOICE

PACKING LIST REQUIREMENTS

For shipments containing goods destined for both the EU and Norway, one combined packing list must be provided for all goods.

The destination must be clearly indicated in the DEST column, using:

- **EU** – for goods destined for the EU
- **NO** – for goods destined for Norway

Each packing list must clearly show:

- PO number(s)
- Style/article number(s)
- Destination (**DEST**)
- Quantity per style
- Carton count
- Gross and net weight

The packing list must clearly distinguish between **EU** and **NO** goods through the **DEST** column and must correspond exactly to the invoice split between **EU** and **NO** goods.

Please refer to the **Packing List Template** for the correct setup and examples.

PACKING LIST

GSP / FORM A ISSUED TO

Brands of Scandinavia A/S NUF c/o BDO Noraudit AS
Postboks 1704 Vika
NO-0121 Oslo

The GSP/Form A must in include all items from Brands of Scandinavia A/S’ Purchase order lines marked with DK-PC-ND.

DELIVERY ADDRESS FOR ALL BULK PRODUCTION (NOTIFIED PARTY)

Brands of Scandinavia
c/o DSV Solutions
Mossvej 27
8700 Horsens
Denmark

INDIA–EFTA TRADE AND ECONOMIC PARTNERSHIP AGREEMENT (TEPA)

We would like to inform you about the new trade agreement between India and the EFTA countries (including Norway), which has recently entered into force (Oct. 2025)

This agreement provides reduced or zero customs duties on many goods imported into Norway. However, to benefit from these preferential tariffs, strict documentation requirements must be fulfilled pls. See attached "EFTA-INDIA CERTIFICATE OF ORIGIN" that must be fulfilled for each PO.

INDIA-EFTA

What does this mean for you:

1. Proof of origin is mandatory

All shipments must include valid proof that the goods are of Indian origin, in accordance with the agreement’s rules of origin.

2. Certificate of Origin (CoO)

We currently only accept Certificates of Origin issued by the relevant official authorities in India (e.g. Chamber of Commerce or other authorized bodies).

3. REX declaration is not sufficient alone

Even if a REX declaration is provided, it must be supported by an official Certificate of Origin for Norway portion

A REX declaration must always be applied for and used for the EU portion (same procedure as always)

The Supplier shall ensure that the REX number (Registered Exporter number) is always stated on the commercial invoice.

4. Correct and complete documentation

Incomplete or incorrect documentation may result in:

- 1. Loss of preferential duty rates
- 2. Delays in customs clearance
- 3. Additional costs

5. Responsibility

It is the supplier’s responsibility to ensure that all origin documentation is accurate and compliant with the agreement.

Summary:

To ensure smooth customs clearance in Norway and to benefit from reduced duties, it is essential that all shipments are accompanied by a valid, authority-issued Certificate of Origin confirming Indian origin.

Please ensure your teams are aligned with these requirements going forward.

Certification & Partnership Guidelines

GRS
(Global Recycled Standard)
Brand Level

NAIA™
Material Level

LENZING
(ECOVERO™ / TENCEL™)
Material Level

OTHER MATERIAL CERTIFICATIONS
Material Level