

## GTIN-14 and GS1-128 Bar Code/Label Certification

### General Information

Sears and Kmart GTIN-14 and GS1-128 bar code/shipping label requirements and specifications are communicated to vendors in the “Shipment Packaging, Marking & Labeling” section of the Sears Vendor Information Guide on Sears Business Exchange®, and in the Kmart Vendor Information Manual on mykmart.com.

Bar Code Graphics, Inc. (“BCG”) conducts all bar code testing/certification on behalf of Sears Holdings (Sears, Roebuck and Co., “Sears” and Kmart Corporation, “Kmart”). Actual bar code samples must be submitted to Bar Code Graphics, Inc for certification. Our address is located in the lower left corner of each certification form.

- We cannot review faxed or emailed copies of bar codes.
- Payment must be included with each sample, or a BCG Symbol Testing Agreement must be on file.
- Be sure to use the **appropriate “Bar Code Certification Form”** for the type of testing needed.

Each sample submitted needs to contain valid data including addresses and data encoded in the bar code(s).

Bar code certification requires a valid GS1 Company Prefix be provided on the Certification Form(s) as well as encoded in the appropriate bar codes.

- GS1 Company Prefixes are between 7 - 10 digits in length. To convert a Company Prefix on a UPC-A symbol into a GS1 Company Prefix, add a leading zero (0). For additional information, go to <http://barcodes.gs1us.org>.

For GTIN-14 certification, provide the KSN associated with the GTIN-14 on the Bar Code Certification Form.

- BCG will verify that data in the GTIN-14 being submitted for certification correlates with the data in the Item Maintenance Application (“IMA”).

### Testing Options/Fees

There are three (3) testing options available for submitting bar code samples for certification:

- 1. GTIN-14 Only - Testing Fee: \$75.00 (set of 2 samples)**
- 2. GS1-128 Shipping Label Only - Testing Fee: \$75.00**
  - This fee applies to all 4” x 6” and 6” x 4” label formats including the “combination format” containing both the GS1-128 and GTIN-14 symbols.
- 3. GTIN-14 and GS1-128 Symbols on Separate Labels - Testing Fee: \$100.00**
  - For vendors for whom both the GTIN-14 and GS1-128 symbols are required and choose to use two separate labels, we offer a ‘combo’ option (see above) as long as both samples are **submitted on one certification form**.

If you have any questions or need technical assistance, contact Contact Bar Code Graphics, Inc. via email: [test@barcode-us.com](mailto:test@barcode-us.com).

## Symbol Testing Agreement

To place bar code testing fees on a credit card, complete the following information and return to Bar Code Graphics, Inc.

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

I authorize Bar Code Graphics, Inc. to use credit card information provided on this Symbol Testing Agreement for:

- Enclosed Bar Code Testing Form(s) ONLY - Total Testing Fee: \$ \_\_\_\_\_
- Enclosed Bar Code Testing Form(s), as well as any/all future ones submitted to BCG by the Company Name listed above.
  - I understand that the cardholder is responsible for testing fees for any/all bar code testing form(s) submitted to BCG under the Company Name above, unless BCG is notified in writing prior to any testing forms being submitted.

Cardholder's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Cardholder's Email: \_\_\_\_\_@\_\_\_\_\_

I understand BCG will be applying bar code testing fees on the following credit card (select one):

- Visa                       American Express                       MasterCard

Cardholder's Name (as it appears on card): \_\_\_\_\_

Street Address (billing address): \_\_\_\_\_

City, State, Zip (billing address): \_\_\_\_\_

Credit Card # \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Security Code: \_\_\_\_\_

Return completed and signed form to:

Bar Code Graphics, Inc.  
875 North Michigan Avenue  
Suite 2650  
Chicago, IL 60611

Email: [test@barcode-us.com](mailto:test@barcode-us.com)

Fax: 312-595-0725

## BAR CODE CERTIFICATION FORM - GTIN-14 ONLY

<b>Vendor Information</b>	Date: _____ Company Name: _____ Primary Contact Name: _____ Phone # _____ Fax # _____ Email: _____ GS1 Company Prefix: _____ Order Duns: _____ Printer used to create bar code: _____ Software used to create bar code: _____
<b>Testing Fee - GTIN-14 Only</b>	GTIN-14 ONLY testing requires a set of (2) sample bar codes be submitted for analysis. - The symbol testing fee for a set of (2) GTIN-14 bar codes is \$75.00. <b>Note:</b> If only (1) sample is submitted the testing fee is the same. Testing fee for samples attached to be paid by: <input type="checkbox"/> Enclosed Check <input type="checkbox"/> Enclosed Credit card authorization <input type="checkbox"/> Applying charges of \$75.00 to the credit card number provided on the BCG Symbol Testing Agreement (sign below). I understand the testing fee of \$75.00 will be placed on the credit card on file with BCG as part of our BCG Symbol Testing Agreement for samples submitted on this form. _____ (Signature required)
<b>Additional Required Information</b>	Provide KSN # along with details regarding how specific carton is packed for each GTIN-14 sample.
<b>Turnaround</b>	Testing results are emailed within 72 hours after receipt of samples.
<b>Submission Address</b>	Send Bar Code Certification Form with samples to: Bar Code Graphics 875 North Michigan Ave, #2650 Chicago, IL 60611 Attn: Sears Holdings Testing Center For additional information, send an email to: test@barcode-us.com

KSN for GTIN-14: _____ <i>Total # of items in carton:</i> _____ <input type="checkbox"/> Exploding Assortment <input type="checkbox"/> Uniform Carton <input type="checkbox"/> Mixed Carton <input type="checkbox"/> Assorted Carton <i># of inner packs:</i> _____ <i># of eaches per inner:</i> _____
<b>AFFIX GTIN-14 SAMPLE #1 IN THIS BOX</b>
KSN for GTIN-14: _____ <i>Total # of items in carton:</i> _____ <input type="checkbox"/> Exploding Assortment <input type="checkbox"/> Uniform Carton <input type="checkbox"/> Mixed Carton <input type="checkbox"/> Assorted Carton <i># of inner packs:</i> _____ <i># of eaches per inner:</i> _____
<b>AFFIX GTIN-14 SAMPLE #2 IN THIS BOX</b>

**BAR CODE CERTIFICATION FORM - GS1-128 SHIPPING LABEL ONLY**  
 (Use this form for any shipping label format including the combination label with the GTIN-14)

<b>Vendor Information</b>	Date: _____ Company Name: _____ Primary Contact Name: _____ Phone # _____ Fax # _____ Email: _____ GS1 Company Prefix: _____ Order Duns: _____ Printer used to create bar code: _____ Software used to create bar code: _____
<b>Testing Fee - GS1-128 Label Only</b>	Shipping label formats are evaluated for a fee of \$75.00 each. This fee is applicable to all GS1-128 shipping label formats. Testing fees to be paid by: <input type="checkbox"/> Enclosed Check <input type="checkbox"/> Enclosed Credit card authorization enclosed <input type="checkbox"/> Applying charges to credit card number provided to BCG on the BCG Symbol Testing Agreement (sign below). I understand the testing fees of \$75.00 will be placed on the credit card on file with BCG as part of our BCG Symbol Testing Agreement for the sample submitted on this form. _____ (Signature required)
<b>Additional Required Information</b>	If shipping label format being submitted is the "Combination" format with both the GS1-128 and GTIN-14 bar codes, provide the KSN along with details regarding how specific carton is packed <b>KSN for GTIN-14:</b> _____ <b>Total # of items in carton:</b> _____ <input type="checkbox"/> Exploding Assortment <input type="checkbox"/> Uniform Carton <input type="checkbox"/> Mixed Carton <input type="checkbox"/> Assorted Carton <b># of inner packs:</b> _____ <b># of eaches per inner:</b> _____
<b>Turnaround</b>	Testing results are emailed within 72 hours after receipt of sample.
<b>Submission Address</b>	Send a completed Bar Code Certification Form with sample to: Bar Code Graphics 875 North Michigan Ave, #2650 Chicago, IL 60611 Attn: Sears Holdings Testing Center For additional information send email to: test@barcode-us.com

**AFFIX GS1-128  
SHIPPING LABEL  
IN THIS BOX**

**BAR CODE CERTIFICATION FORM - GTIN-14 & GS1-128 SYMBOLS on SEPARATE LABELS**

<b>Vendor Information</b>	Date: _____ Company Name: _____ Primary Contact Name: _____ Phone # _____ Fax # _____ Email: _____ GS1 Company Prefix: _____ Order Duns: _____ Printer used to create bar code: _____ Software used to create bar code: _____
<b>Testing Fee - GTIN-14 &amp; GS1-128 Symbols on Separate Labels</b>	One (1) GS1-128 shipping label submitted along with one (1) GTIN-14 sample which is not printed on the same label is evaluated for a 'combo' testing fee of \$100.00. Testing fee to be paid by: <input type="checkbox"/> Enclosed Check. <input type="checkbox"/> Enclosed Credit card authorization <input type="checkbox"/> Applying charges to credit card number provided on the BCG Symbol Testing Agreement (sign below).  I understand the testing fee of \$100.00 will be placed on the credit card on file with BCG as part of our BCG Symbol Testing Agreement for samples submitted on this form.  _____ (Signature required)
<b>Additional Required Information</b>	Provide KSN along with details regarding how specific carton is packed. <b>KSN for GTIN-14:</b> _____ <b>Total # of items in carton:</b> _____ <input type="checkbox"/> Exploding Assortment <input type="checkbox"/> Uniform Carton <input type="checkbox"/> Mixed Carton <input type="checkbox"/> Assorted Carton # of inner packs: _____ # of eaches per inner: _____
<b>Turnaround</b>	Testing results are emailed within 72 hours after receipt of sample.
<b>Submission Address</b>	Send completed certification form with samples to: Bar Code Graphics 875 North Michigan Ave, #2650 Chicago, IL 60611 Attn: Sears Holdings Testing Center For additional information, send email to: test@barcode-us.com



**AFFIX GS1-128 SHIPPING LABEL IN THIS BOX**

**AFFIX GTIN-14 SAMPLE ON BACK**