



BUSINESS LOCATION:

						Primary Contact		Primary Contact Information	
Company Name	Corporate Address	City	State	Zip / postal code	Country	First Name	Last Name	Phone	email Address
						Primary Contact		Primary Contact Information	
Accounts Payable Location	Address	City	State		Country	First Name	Last Name	Phone	email Address
						Primary Contact		Primary Contact Information	
Ship From Location	Address	City	State		Country	First Name	Last Name	Phone	email Address
1									
2									
3									
4									
						Primary Contact		Primary Contact Information	
Export Overseas Office	Address	City	State		Country	First Name	Last Name	Phone	email Address
1									
2									
3									
4									
						Primary Contact		Primary Contact Information	
Port ***	Address	City	State		Country	First Name	Last Name	Phone	email Address
1									
2									
3									
4									
						Primary Contact		Primary Contact Information	
Accounts Receivable	Address	City	State		Country	First Name	Last Name	Phone	email Address
1									
2									
						Primary Contact		Primary Contact Information	
Purchase Order	Address	City	State		Country	First Name	Last Name	Phone	email Address
1									
2									

*** Port Codes 3 letter identifier should be given - YNT, NGB, SHA, HKG, etc.

1 Factory Detail		Comments		Products Produced in Factory			FOB Shipping Ports
Surface Area (Square Footage)							
Monthly Production Capacity (Pcs)							
Percentage of Capacity Used (%)							
# of Employees							
Subcontractor Name	Suppliers for Paint & Trim	Suppliers for Raw Materials	Suppliers for Fabric, Embroidery, etc.	Industry Certify	Expiration	Factory Eval	Expiration
				CTPAT	Expiration	Social Compliance	Expiration

2 Factory Detail		Comments		Products Produced in Factory			FOB Shipping Ports
Surface Area (Square Footage)							
Monthly Production Capacity (Pcs)							
Percentage of Capacity Used (%)							
# of Employees							
Subcontractor Name	Suppliers for Paint & Trim	Suppliers for Raw Materials	Suppliers for Fabric, Embroidery, etc.	Industry Certify	Expiration	Factory Eval	Expiration
				CTPAT	Expiration	Social Compliance	Expiration

3 Factory Detail		Comments		Products Produced in Factory			FOB Shipping Ports
Surface Area (Square Footage)							
Monthly Production Capacity (Pcs)							
Percentage of Capacity Used (%)							
# of Employees							
Subcontractor Name	Suppliers for Paint & Trim	Suppliers for Raw Materials	Suppliers for Fabric, Embroidery, etc.	Industry Certify	Expiration	Factory Eval	Expiration
				CTPAT	Expiration	Social Compliance	Expiration

4 Factory Detail		Comments		Products Produced in Factory			FOB Shipping Ports
Surface Area (Square Footage)							
Monthly Production Capacity (Pcs)							
Percentage of Capacity Used (%)							
# of Employees							
Subcontractor Name	Suppliers for Paint & Trim	Suppliers for Raw Materials	Suppliers for Fabric, Embroidery, etc.	Industry Certify	Expiration	Factory Eval	Expiration
				CTPAT	Expiration	Social Compliance	Expiration

5 Factory Detail		Comments		Products Produced in Factory			FOB Shipping Ports
Surface Area (Square Footage)							
Monthly Production Capacity (Pcs)							
Percentage of Capacity Used (%)							
# of Employees							
Subcontractor Name	Suppliers for Paint & Trim	Suppliers for Raw Materials	Suppliers for Fabric, Embroidery, etc.	Industry Certify	Expiration	Factory Eval	Expiration
				CTPAT	Expiration	Social Compliance	Expiration





Financial Information

1 Finance Contact Information

Name: _____
 Title: _____
 Email/Phone: _____

2 TRU Terms - COMPLETED BY TRU PERSONNEL
Payment
RGD Allowance
Other Allowance
Dept. Name & Number
US Buyer Name

Vendor Acknowledges that the RGD Allowance will be deducted from invoice. At the end of the TRU fiscal year, actual defect rate incurred will be applied to landed receipts for the year. Vendor will be charged if the result is greater than the allowance dollars withheld off invoice.

tick (✓)

3 Customer Base

	Company Name (excluding Toys R Us)	Annual sales (\$)	% of Your Company's Total Sale
1			
2			
3			
4			
5			

4 Financial identification number(s):

Business Registration No.	
Business License No. (PRC)	
Tax Registraton Certificate No (PRC)	
Bank contact for reference letter	
Primary Bank Account Number	

DUNs	
SWIFT	
IBAN	

Please provide copies of the following:

- Business registration Certificate (current, valid)
- Offical (first) copy of PRC Business License (营业执照 副本 1)
- Offical copy of PRC Tax Registration Certificate (税务登记证 副本)
- Last 2 years audited accounts (P/L, Balance Sheet)

tick (✓)

Amount and detail on all debt, credit facilities (incl revolvers), liabilities, other obligations (incl lawsuits)

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Please attach 5 year historical income statement, balance sheet, cash flow statement

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5 Financial Summary Information

(in US\$)	Last Quarter (Qtr -1)	Qtr -2	Qtr -3	Qtr -4	Average Days O/S
Amount of Total Receivables - past 4 quarters					
Amount of Total Liabilities - past 4 quarters					

(in US\$)	Current Quarter (Qtr 0)	Qtr +1	Qtr +2	Qtr +3	
List contractual obligation and liabilities					

6) Do you agree Toys R Us obtain credit report of your company from independent agency if Toys R Us chooses to?

(√ / x)

THE FOLLOWING INFORMATION MUST BE FILLED OUT AND COPIED TO YOUR LETTERHEAD:

date:

Vendor Name
Vendor Address

Vendor contact name,
Email
Fax

name of Bank
Address of Bank

Bank ABA number
Bank Account number

Swift Code
Amount Currency: USD(U.S.Dollars)

Vendor/ Beneficiary Stamp and Signature:

If for apparel, please e-mail wo Ellen.Wagner@toysrus.com
If Hardlines send to Crystal Chan



Apparel Detail

Item		Y/N
	Pre Hang	
	Pre Ticket	
Shipment Type		Y/N
	Flat	
	FOH	
	Hanging	