

DOB

November 24, 2004

NOTICE TO THE TRADE – DeCA NOTICE 05-25

SUBJECT: Accepting Payment for In-Store Demonstration (Demo) Products and Supplies
Through Point of Sale (POS) System

To assist stores in operating more efficiently and effectively, demo products and supplies will be processed as an immediate transaction at store level through the POS system. This process will require sales representatives or in-store demonstration personnel to purchase the items in advance for that day's demo. The following requirements for program participation are: a vendor badge for proper identification; items may be purchased with cash, check, credit or debit card, travelers' checks, and money orders; items purchased will be consumed by authorized patrons only; product will be stored with receipt in the demo area and will not leave the store. These will be normal POS transactions; therefore, by law surcharge will be applied.

This process will be effective immediately; however, vendor credit memos for in-store demonstrations will no longer be accepted after January 1, 2005.

My point of contact for this action is Mary DeSantis, Commissary Management Specialist, 804-734-8975 or e-mail at mary.desantis@deca.mil.

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Scott E. Simpson
Chief Operating Officer