



**TO: Burlington Stores Footwear Vendors**  
**FROM: Burlington Stores Import Team**  
**RE: IFI – Interim Footwear Invoice**  
**DATE: May 16, 2017**

Effective immediately Burlington Stores will require a completed IFI to be included with your invoice and packing list for each shoe style as part of the required shipment documentation provided to freight forwarders booking goods for transport to the USA.

The completed IFI is now required with shipping documents to ensure that our US Customs broker is in receipt of document well in advance of making entry to US Customs and doing so will eliminate unnecessary delays should any discrepancy be identified. Please note that this will be in addition to the same IFI that is completed and provided to your Burlington Buyer at the time your order is processed.

Thank you for your cooperation and support of this request. And, on behalf of Burlington Stores, we appreciate your business and continued partnership.

Sincerely,

Burlington Stores Import Team

[imports@burlingtonstores.com](mailto:imports@burlingtonstores.com)