**List all Part Number and/or Components Required:**

|  |  |
| --- | --- |
| **Part Number** | **Description** |
|  |  |
| Model #3198A & UPC: 011120262469 | Warehouse to print stickers and place on cartons |
| 1625325 | Amazon transparency Label |
|  |  |
|  |  |

**Instructions:**

1. Get a 3198 unit (**Litho Carton, Part #1636073**)
2. Add the new model # 3198A and UPC 011120262469 stickers to the back and side panel of the carton, per image below.

A collage of images of a vacuum cleaner

Description automatically generated

* 1. Be sure all stickers are covering up the current model # 3198 & UPC

1. Add Amazon Transparency Label (**Part 1625325**)
   1. Unique Amazon Transparency Labels to be printed by supplier and sent to DC
   2. When applying the Transparency label, allow a minimum of .25” (7mm) between the edge of the label and the edge of the packaging.
   3. If placing the Transparency label on the same side/plane as another bar code (UPC, EAN, etc) use a minimum spacing of 1.75” (45mm). If placing above another code, spacing should be minimum of .25” (7mm).
   4. Place the Transparency content in a location that is clearly visible and easily accessible to scan.
2. Repalletize completed unit per the pallet diagram for item 3198A on supplier.bissell.com

Additional Details:

1. **Title**: Conversion – 3198 Mass to 3198A Amazon CleanView Swivel Pet Reach
2. **Conversion From**: 3198
3. **Conversion To:** 3198A
4. **Product Name:** CleanView Swivel Pet Reach
5. **Created By:** Lauren Seeley
6. **Approval Date:** 3/8/24
7. **Note**: Conversion to add 3198A Model # UPC label and Amazon Transparency Label
8. **DC Locations:**

* Richmond – 5,004 units
* Redlands – 1,008 units
* Seattle – 1,512 units
* Dallas – 1,008 units
* Elwood – 1,512 units

1. **Part Number:**
   1. UPC Label – DC’s to Create Label
      1. 3198A UPC: 011120262469
   2. 3198A Amazon Transparency Label – 1625325

* Richmond: Tracking #: [724108914332](https://www.fedex.com/fedextrack/?action=track&locale=en_US&cntry_code=fedextrack&tracknumbers=724108914332)
* Elwood: Tracking #: [724108914300](https://www.fedex.com/fedextrack/?action=track&locale=en_US&cntry_code=fedextrack&tracknumbers=724108914300)
* Seattle: Tracking #: [724108914321](https://www.fedex.com/fedextrack/?action=track&locale=en_US&cntry_code=fedextrack&tracknumbers=724108914321)
* Dallas: Tracking #: [724108914310](https://www.fedex.com/fedextrack/?action=track&locale=en_US&cntry_code=fedextrack&tracknumbers=724108914310)

1. **Description:** Take 3198 and add the 3198A UPC label & Amazon Transparency Label near the UPC label
2. **Supplier:** Procurement to populate.
3. **Delivery Time:** Procurement to populate.
4. **Conversion Start Date:** DC’s to populate.
5. **Completion:** Target completion of 4/22