

THE NIELSEN COMPANY

AN RR DONNELLEY COMPANY

Date: November 28, 2005
Re: Receiving Requirements Specifications

In order to continue to provide and improve upon the reliable services that our customers expect from The Nielsen Company, we are updating our supplied material requirements. The supplied material requirements are as follows:

Physical Attributes

1. All material must be packed in cartons.
2. The maximum weight of an individual carton must not exceed 40 pounds.
3. Each carton must be provided with “carton integrity”, that is there must be only **one** product permitted in each carton.
4. In order to be compatible with standard storage systems, product must be delivered on a standard 2-way or 4-way pallet. A standard pallet is as a pallet that measures 40 inches wide by 48 inches long. The maximum height, including the pallet, must not exceed 48 inches high.
5. All pallets must be stretch wrapped or shrink wrapped and must be free of metal bands. Plastic banding permissible, but not required. Good shipping practices should be followed if there are any questions on how a particular shipment should be prepared.

Product Identification

6. Carton must be clearly identified by either a carton label or by a pallet label. The label must include the product code for the material, the quantity per carton and, in the case of a pallet label, the total quantity for the pallet. When practical, a product sample should be attached to the outside of each carton.
7. Each product code must be delivered on its own pallet. However, due to the small quantity of some projects, it is permissible to put more than one product on a single pallet. In the cases where more than one product is on a single pallet, each carton must have a carton label to display each product code and the cartons must be segregated.
8. Each delivery must have a detailed packing list that identifies the customer name, product code(s) and the product quantity(ies).

Any nonconforming delivery will be subject to potential delay and/or additional handling costs. Thank you in advance for your anticipated cooperation in this matter.

Should you have any questions, please feel free to contact your sales or customer service representative.