

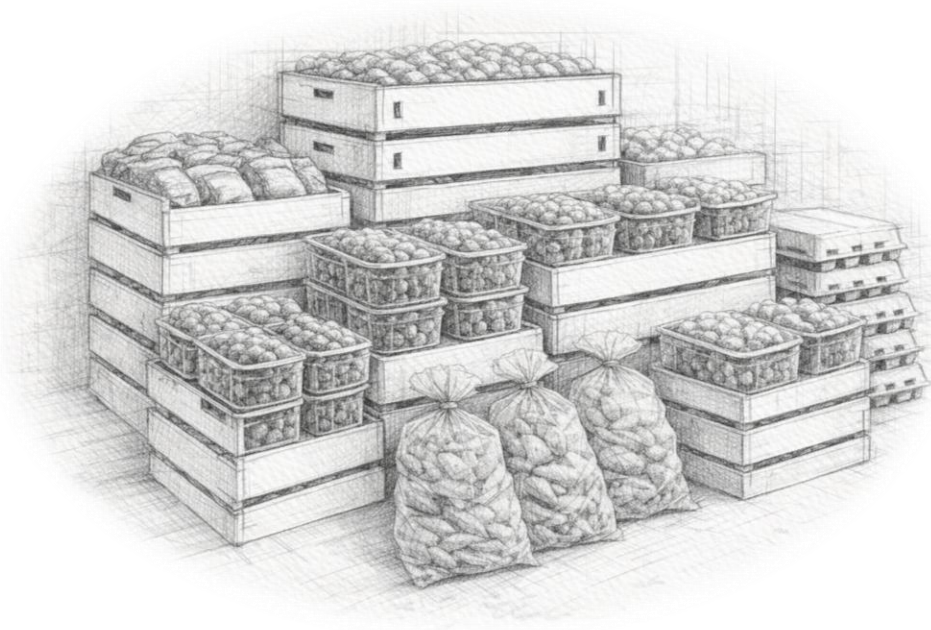


# **Vendor Town Hall**

## **Preparing for New GTIN & Case Pack Requirements**



# What is changing, why it matters, and how vendors are involved in this change



**WBuy is being updated so Case Pack, GTIN, and cost information are more clearly connected.**

For vendors, that means the information submitted in **WBuy** needs to match what is actually being shipped.

When **Case Pack** or **GTIN** details are missing or do not line up, the issue can create rework later — including **receiving questions, invoice mismatches, or cost corrections.**

Vendors are included in this training because you are closest to the source information. The goal is to make the expectation clear before these updates become part of the normal process.

**Accurate Case Pack + Accurate GTIN =  
Accurate Receiving, Invoice Matching, and Cost Records**



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# Learning Objectives

*What you should be able to do after this session*

After this session, you should be able to:

- 1. Recognize how Case Pack, GTIN, and Cost are connected in Wbuy**  
Understand how Cost Records now reflect a specific Case Pack and GTIN.
- 2. Know when GTIN information requires action**  
Identify situations where a new GTIN may be needed, including Case Pack changes, multiple Case Packs, and vendor-specific configurations.
- 3. Submit accurate item information**  
Provide the correct GTIN, Case Pack, and related details needed to help reduce receiving, invoice matching, and setup issues.



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# Key Change: Cost Records Are More Explicit

Every **Cost Record** is now tied to a specific **Case Pack** and **GTIN**.

## Before

- Cost records often implied the Case Pack details
- GTIN wasn't always visible or enforced
- Applies only when orderable UPC is required

## Now

- Cost records explicitly include Case Pack + GTIN
- GTIN visibility added to cost screens

**Tip:** When submitting cost changes, verify that the Case Pack and GTIN reflect the product configuration being shipped.

**Cost Maintenance - 374688 (BLACK GARLIC)** Update Costs ✕

Cool Required:

Current Cost - Cost Type: QR - Warehouse: 193-Pottsville DC

| Available                        | Case Pack                          | Unit Cost                           | Case Cost                           | Start Date                              | Ti                              | Tier                            | GTIN                                        |
|----------------------------------|------------------------------------|-------------------------------------|-------------------------------------|-----------------------------------------|---------------------------------|---------------------------------|---------------------------------------------|
| <input type="text" value="Yes"/> | <input type="text" value="12.00"/> | <input type="text" value="2.8875"/> | <input type="text" value="34.650"/> | <input type="text" value="09/04/2023"/> | <input type="text" value="16"/> | <input type="text" value="13"/> | <input type="text" value="10074574448091"/> |

Future Costs - Cost Type: QR - Warehouse: 193-Pottsville DC

| Available            | Case Pack            | Unit Cost            | Case Cost            | Start Date           | Ti                   | Tier                 | GTIN                 |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Add New Cost - Cost Type: QR

| Available                        | Case Pack            | Unit Cost            | Case Cost            | Start Date           | Ti                   | Tier                 | GTIN                 |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text" value="Yes"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Add cost to the whse(s) that are checked

☒ 193-Pottsville DC



# Key Change: GTIN Validation Enforced



## What Has Changed

- GTINs must be numeric and contain 14 digits
- Invalid entries are blocked at save
- If a Vendor/Item/Case Pack already has a GTIN on the current cost record, the system auto-populates it on new cost records
- If the item/Case Pack on your current record is different from any other record, you will be required to enter a GTIN to change cost or case pack.

**Cost Maintenance - 45238 (PEPP CHERRY HOT)** Update Costs ✕

GTIN 10077890237929 is invalid for this item

Cool Required: Yes ▾

Current Cost - Cost Type: Warehouse - Warehouse: 109-Brooks Ave. Whse

| Available | Case Pack | Unit Cost | Case Cost | Start Date | Ti | Tier | GTIN           |
|-----------|-----------|-----------|-----------|------------|----|------|----------------|
| No ▾      | 3.00      | 1.6833    | 5.050     | 06/10/2018 | 10 | 14   | 10077890237929 |

Future Costs - Cost Type: Warehouse - Warehouse: 109-Brooks Ave. Whse

| Available | Case Pack | Unit Cost | Case Cost | Start Date | Ti | Tier | GTIN |
|-----------|-----------|-----------|-----------|------------|----|------|------|
|           |           |           |           |            |    |      |      |

Add New Cost - Cost Type: Warehouse

| Available | Case Pack | Unit Cost | Case Cost | Start Date | Ti | Tier | GTIN |
|-----------|-----------|-----------|-----------|------------|----|------|------|
| Yes ▾     |           |           |           |            |    |      |      |

Add cost to the whse(s) that are checked

☒ 109-Brooks Ave. Whse

☐ 193-Pottsville DC

☐ 195-Virginia Service Ctr.

**Tip:** A GTIN must uniquely identify the applicable **Case Pack**. If the Case Pack changes, verify whether a new GTIN is required.





# New Cost Record: Case Pack Change — Existing GTIN

| Add New Cost - Cost Type: Warehouse |           |           |           |                                                                                                |    |      |                |
|-------------------------------------|-----------|-----------|-----------|------------------------------------------------------------------------------------------------|----|------|----------------|
| Available                           | Case Pack | Unit Cost | Case Cost | Start Date                                                                                     | Ti | Tier | GTIN           |
| Yes ▾                               | 5         | 2.1000    | 10.500    | 06/25/2026  | 10 | 14   | 10750455000328 |

## Scenario

- The new cost record includes a **Case Pack Change** from the Active Cost Record.

## Assumption

- The updated Case Pack already exists for that Vendor and has an assigned GTIN

## Steps

1. Open the Add New Cost screen
2. Update Case Pack
3. Tab to next field. (GTIN Field is auto-populated with GTIN from previous Item-Ven-Cspk Record)
4. Finish entering all data.
5. Click **Update**.



# New Cost Record: Case Pack Change — No Previous GTIN

## Scenario

- The new cost record includes a Case Pack Change from the Active Cost Record.

## Assumption

- The Case Pack exists for that vendor but did NOT have an assigned GTIN.

-OR-

- A new Case Pack for the Vendor-Item (Vendor-Item-CSPk never existed).

Update all fields

## Steps

- Open the Add New Cost screen
- Update Case Pack.
- Tab to next field. (system will not find a valid GTIN)
- Enter the GTIN manually and finish entering all required data for the record.
- Click **Update**

**Cost Maintenance - 181780 (MEYER 1# LEMONS)** Update Costs X

Cool Required:

Current Cost - Cost Type: Warehouse - Warehouse: 109-Brooks Ave. Whse

| Available                       | Case Pack                          | Unit Cost                           | Case Cost                           | Start Date                              | Ti                             | Tier                            | GTIN                 |
|---------------------------------|------------------------------------|-------------------------------------|-------------------------------------|-----------------------------------------|--------------------------------|---------------------------------|----------------------|
| <input type="text" value="No"/> | <input type="text" value="18.00"/> | <input type="text" value="1.6667"/> | <input type="text" value="30.000"/> | <input type="text" value="08/18/2016"/> | <input type="text" value="6"/> | <input type="text" value="10"/> | <input type="text"/> |

Future Costs - Cost Type: Warehouse - Warehouse: 109-Brooks Ave. Whse

| Available            | Case Pack            | Unit Cost            | Case Cost            | Start Date           | Ti                   | Tier                 | GTIN                 |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Add New Cost - Cost Type: Warehouse

| Available                        | Case Pack            | Unit Cost            | Case Cost            | Start Date           | Ti                   | Tier                 | GTIN                 |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text" value="Yes"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Add cost to the whse(s) that are checked

☒ 109-Brooks Ave. Whse



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# New Cost Record: Cost Change Only

## Scenario

- The Item is a true One Case Pack item.
- The Cost is changing, but the Case Pack is not changing.

## Assumption

- Applies only to a true One Case Pack item.

**Tip:** If the Case Pack is not changing, no additional GTIN activity may be required.

Update all fields.  
No GTIN required at Present time.

## Steps

1. Open the Add New Cost screen
2. Update required cost fields
3. If available, the GTIN field is populated from the active Item / Vendor / Case Pack record
4. GTIN is not required in this scenario
5. Click **Update**

**Cost Maintenance - 50481 (CELERY (24CT))** Update Costs

Cool Required: ☐ Yes ☐ No

Current Cost - Cost Type: Warehouse - Warehouse: 109-Brooks Ave. Whse

| Available                                                | Case Pack | Unit Cost | Case Cost | Start Date | Ti | Tier | GTIN           |
|----------------------------------------------------------|-----------|-----------|-----------|------------|----|------|----------------|
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 24.00     | 0.6917    | 16.600    | 11/18/2024 | 8  | 5    | 10073150410194 |

Future Costs - Cost Type: Warehouse - Warehouse: 109-Brooks Ave. Whse

| Available                | Case Pack            | Unit Cost            | Case Cost            | Start Date           | Ti                   | Tier                 | GTIN                 |
|--------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Add New Cost - Cost Type: Warehouse

| Available                                                | Case Pack            | Unit Cost            | Case Cost            | Start Date           | Ti                   | Tier                 | GTIN                 |
|----------------------------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

Add cost to the whse(s) that are checked

☒ 109-Brooks Ave. Whse



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# Same Case Pack, Multiple GTINs

## Scenario

- Vendor offers items that have a single case pack but have more than one GTIN associated with it.

## Steps

1. Open the Add New Cost screen.
2. Create a New Cost Record. The system auto-populates the GTIN.
3. Over-write the GTIN field with the next additional GTIN.
4. Save the record.
5. Repeat steps 1-3 with additional cost records for each additional GTIN.

**NOTE:** the system enforces a limitation of only one Cost Record starting per day. If there are multiple GTINs this process will need to be repeated for multiple days.



# Key Takeaways

## *What to Do Differently Going Forward*

### Before submitting updates in WBuy:

- ✓ **Confirm the Case Pack** matches what will actually be shipped.
- ✓ **Verify the GTIN**, especially when the Case Pack changes.
- ✓ **Ensure the GTIN is unique** to the specific item and Case Pack.
- ✓ **Communicate effective dates** when future Case Pack or GTIN changes are planned.
- ✓ **Contact your Wegmans Merchant** if the correct GTIN or Case Pack is unclear.



# Need a GTIN? Getting Started with GS1

What if I don't  
currently have a GTIN?

## When a New GTIN Is Needed

- Case Pack changes
- Multiple pack sizes
- Vendor-specific packs
- Seasonal variations

**GTINs are an industry standard used to uniquely identify products and shipping configurations.**

If your organization does not currently have GTINs assigned for orderable case packs:

- GTINs can be obtained through **GS1 US**
- GS1 is the global standards organization responsible for GTIN management
- Registration typically involves an annual licensing fee
- Allow sufficient time to obtain and assign GTINs before future Case Pack changes

For information on obtaining GTINs, visit:

[GS1 UShttps://www.gs1us.org/get-started](https://www.gs1us.org/get-started)

**One Case Pack = One GTIN**



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# Q&A / Support Contacts

## Questions?

We recognize that Orderable GTIN, Case Pack, and Cost Record requirements may vary by product, vendor, and shipping configuration.

### **If you have questions about:**

- Orderable GTIN requirements
- Case Pack changes
- Multiple Case Pack scenarios
- Effective dates for GTIN updates
- WBuy Cost Record maintenance
- Vendor-specific requirements

**Please contact your Wegmans Category Merchant**



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