

Tetley USA Coupon Redemption Policy

This letter explains the terms and conditions under which Tetley USA will reimburse customers for redeeming Tetley USA coupons. Proper redemption of Tetley USA coupons by the consumer authorizes you to submit such coupons for reimbursement by Tetley USA. The notification in each coupon states that you will receive reimbursement if coupons are submitted in compliance with the Tetley USA Redemption Policy which means compliance with the terms stated on the coupon and with the following terms and conditions:

Redemption

1. Coupons are redeemable only by a consumer purchasing the product(s) indicated, including, but not limited to the quantity and size indicated prior to the coupon expiration date.
2. Coupons may not be reproduced, copied, or altered in any way.
3. Coupons may not be assigned, transferred or sold.
4. Coupons are void if prohibited, taxed or restricted.
5. Coupon reimbursements are not to be deducted from invoices.
6. The consumer must pay any applicable sales tax.
7. There is a limit of one coupon per purchase (or consumer) of the product and size(s) indicated.

Coupon Processing

1. Tetley USA will accept properly redeemed and identified coupons directly from the retailer, through a retailer clearinghouse, or through a retailer – billing agent approved by Tetley USA. Submission by unauthorized intermediary agents will not be accepted.
2. All applicable IRS reporting requirements, including obtaining an appropriate taxpayer identification number must be complied with.

3. To redeem coupons for Tetley USA products, send properly redeemed coupons to:

Tetley USA

P.O. Box 870146

El Paso, TX 88587-0146

4. If you have any questions regarding payment of coupons submitted contact:

NCH Marketing Services – 1-800-833-9096

Or write to: Tetley USA

155 Chestnut Ridge Road

Montvale, New Jersey 07645

ATT: Sales Administration

Payment and Denial Policy

1. You will be reimbursed for the following:
 - a. Face value of coupons or if the coupon calls for free merchandise, for your retail selling price (up to the stated cap amount).
 - b. \$.08 for handling of each coupon properly redeemed. An industry study identified that the \$.08 covers the following costs:
 - Front-end handling by the retailer
 - Store to headquarters accounting
 - Store occupancy
 - Sundry Loss
 - Cost of Funds
 - Coupon Processing (This covers special handling/service fees)

c. Reasonable Postage

- Retailers who sort and submit directly will be reimbursed for reasonable postage indicated on the package received.
- Retailers using a retailer clearinghouse or billing agent will be reimbursed at a \$5 per thousand rate that covers the cost for transportation of the coupons.

2. **You will NOT be reimbursed for unreasonable postage or any additional fees.**
3. Tetley USA has the right to request evidence of proof-of-purchase to show that sufficient stock was purchased to cover coupons submitted.

Additional Information

1. The cash redemption value of each coupon is 1/20 of one cent.
2. It is FRAUD to present coupons for redemption other than as provided by this Redemption Policy.
3. ***FAILURE TO OBSERVE THESE TERMS AND CONDITIONS FOR PROPER REDEMPTION MAY, AT THE SOLE OPTION OF TETLEY USA, VOID ALL COUPONS SUBMITTED FOR REIMBURSEMENT AND ALL COUPONS MAY BE RETAINED AS PROPERTY OF TETLEY USA WITHOUT PAYMENT. FAILURE TO ENFORCE ANY TERMS OR CONDITIONS HEROF SHALL NOT BE DEEMED A WAIVER OF ANY RIGHT OR REMEDY AVAILABLE TO TETLEY USA PER THE TERMS OF THIS REDEMPTION POLICY OR AT LAW.***

Revised 7/27/09