



# Kimberly-Clark Corporation

**KIMBERLY-CLARK CORPORATION**  
**COUPON REDEMPTION POLICY**  
**As of May 2018**

To our valued customer:

Coupons are a vital and valuable part of the effort to market the consumer products manufactured by Kimberly-Clark Corporation (K-C). Because of the importance of coupons in the marketplace, K-C and retailers have a common interest to make the coupon redemption process more efficient and fair to all parties. Therefore, this document is being distributed to make all retailers aware of the terms and conditions of K-C's Coupon Reimbursement Policy, under which K-C will reimburse you for redeeming coupons. Redemption of coupons on K-C products certifies your agreement and compliance with the following requirements:

1. Coupons can be redeemed only through authorized retail outlets in the U.S., its territories and possessions, including U.S. military bases.
2. Coupons are redeemable only by the consumer purchasing the particular size or package of the specific brand and product indicated on the coupon, with the face value of the coupon deducted from your retail price.
3. Only one coupon of any type may be used per item purchased.
4. The consumer must pay any sales tax.
5. The coupons may not be reproduced, photocopied, mutilated, trimmed or altered in any way by the consumer, retailer or its agent.
6. Coupons are non-assignable and are void if transferred from the original recipient to any other person or group prior to store redemption. K-C does not permit the unauthorized distribution, collection, sale, or assignment of its coupons for any reason. Therefore, coupons are not to be used in swap boxes, gathered and distributed by any person or group for charitable fund-raising purposes, or otherwise used in any way except as described in this policy.
7. Upon request, you must produce satisfactory evidence of your purchase of sufficient stock to cover the coupons submitted for redemption. K-C reserves the right to audit the coupon sorting and billing service of any retailer or any agent involved in the handling process.
8. Coupon reimbursements and adjustments may not be deducted from K-C invoices or otherwise offset against amounts owed by the retailer to K-C. K-C reserves the right to withhold trade funds to collect on coupon deductions deemed to be inappropriate.
9. K-C will only accept properly redeemed and identified coupons: (a) directly from the retailer, or through an authorized (b) retailer clearinghouse, (c) retailer-billing agent, or (d) wholesaler-billing agent. Invoice deductions and deduction fees are not in compliance with K-C's Coupon Redemption Policy.
10. If you submit coupons through an authorized clearinghouse or agent, K-C will make payments to the order of the clearinghouse. Payment to the clearinghouse or agent constitutes full and final payment for the coupon submission and relieves K-C of any and all liability that may arise from non-performance on the part of the clearinghouse or agent, and further, you waive any right to pursue K-C due to the acts or omissions of your clearinghouse or agent.
11. You will be reimbursed for the face amount of the coupon, or if the coupon calls for free merchandise, for your actual retail selling price (or maximum stated value, if applicable), plus a normal handling allowance of \$.08 per coupon and commercially reasonable transportation costs. The transportation costs will be reimbursed as follows:

- a. For retailers who sort the coupons they have redeemed and submit them directly without the use of any third party agent, you will be reimbursed for incurred commercially reasonable postage (i.e. first class mail insured) or other shipping charges, as indicated on the package received.
  - b. For those retailers that are using a clearinghouse or billing agent, K-C will reimburse you at a rate equal to \$4.85 per thousand coupons redeemed (\$4.85/M).
12. Reimbursement will not be considered on claims older than six months.
  13. If a variance occurs between your coupon invoice and our payment, it will be explained using the JICC chargeback reason codes. In the event a retailer payment is withheld, the retailer must appeal the decision to K-C within six (6) months of the date of the notification. Appeals made more than six (6) months from the date of notification will not be considered by K-C.
  14. Any litigation involving coupon processing or payment must be filed and conducted in an appropriate state or federal court located in the State of Wisconsin, and you hereby consent to this venue and acknowledge such court has personal jurisdiction over you for this matter.
  15. Expiration dates will be enforced, in accordance with GMA, FMI and JICC trade association guidelines, with reasonable time allowed for processing.
  16. Retailers or their agents suspected of any type of coupon fraud will be referred to the appropriate legal authorities for investigation. It may be FRAUD to present coupons for redemption other than as provided by this Coupon Redemption Policy.
  17. The failure by K-C to enforce any terms or conditions shall not be deemed a waiver of any terms or conditions.
  18. Failure to comply with the requirements of this policy may at K-C's option void all coupons submitted for reimbursement and K-C may retain all such coupons without payment or other obligation owing to you.
  19. Coupons are void if taxed, restricted, or prohibited by law.
  20. All applicable IRS reporting requirements, including obtaining an appropriate taxpayer identification number, must be complied with.
  21. The cash redemption value of each coupon is 1/20 of one cent.

Any questions concerning this coupon redemption policy or claims for payment should be addressed to:

Kimberly-Clark c/o NCH Marketing Services, Inc.

155 Pfingsten Road, Suite 200

Deerfield, IL 60015

OR CALL: 1-800-833-7096

For redemption of coupons, send to:

Kimberly-Clark Corporation #1112

NCH Marketing

P.O. Box 880001

El Paso, TX 88588-0001