**Carton Labeling**

**Conveyable labeling guidelines – One UCC-128 carton label must be placed on one of the smallest sides of the carton. To do this, find the two smallest measurements of the carton. The smallest measurement will become your height and the next to smallest measurement will be your width. Turn the box with this side facing you. Place the UCC-128 label upright in one of the lower hand corners approximately 1” from the bottom. If your height is smaller than 6”, you can wrap the top portion of the UCC-128 label over the top of the carton as indicated in the last picture below.**



**Non conveyable labeling guidelines – The UCC-128 label placement must support the requirement for access by hand scanning in the non-conveyable area. All UCC-128 labels must be positioned on non conveyables so that they can be read from the outside of the pallet.**

**Place the UCC-128 label on the lower hand side of each carton. The following illustration shows two sides where UCC-128 labels can be placed.**



**Arrow Directions for Non Conveyable Only**

**Cornerstone Brands follows safe handling practices regarding transportation and storage of product. Consequently “arrow” instructions printed on incoming non conveyable cartons are considered critical. Vendors should only use these indications when the “arrow” instructions impact the security and protection of the product. On all conveyable items, arrow indicators will not be adhered to.**

**For example, if an arrow indicates that an item should be transported and stored in a vertical orientation the product must arrive to our facility in this orientation and the placement of the item or UCC-128 labels must coincide with this requirement.**



**External Carton Labeling**

**UCC-128 (universal code council) standard carton labels are required for each shipped carton.**

**If you are producing your own UCC-128 labels or using a label provider, you will need to have a label approved by scanning a copy to our UCC-128 department at CCSG-Receiving@cornerstonebrands.com**

Example UCC-128 carton label:



|  |  |
| --- | --- |
| **UCC-128 Shipping Carton Label Data Requirements:**  | **General Information**  |
| **Vendor Number**  | **UCC-128 carton label must appear on every carton**  |
| **“Ship-to” information (from PO)**  | **Recommended label dimensions:**  |
| **Bill of Lading (BOL) #**  | **6”(H) x 4”(W)**  |
| **Purchase Order (PO) #**  | **Type must be at least 3/16” or 10pt**  |
| **Brand Sku Item #**  | **Attach UCC-128 label to lower corner of carton**  |
| **Vendor Item #**  | **PRO numbers may be requested in advance from issuing shipping company**  |
| **Item Description (Size, Qty, and color)**  | **Low-reflective tape. If tape is used on the label**  |
| **Quantity per Carton**  |
| **UCC-128 Symbology (carton identification bar code)**  |
| **Carton Count (i.e. “01 of 10”)**  |

UCC-128 Symbology Explanation:



**NOTE: The Uniform Code Council has approved a standardized format for the UCC-128 carton label. For more information call (800) 543-8137 or visit www.uc-council.org**

**The bar code must meet the following specifications:**

**• UCC code 128 subset “C”**

**• Encoded Digits: twenty (20) numeric**

**• Minimum narrow element: .02”**

**• Wide element: 1.0”**

**• Minimum bar height: 1.0”**

**• Maximum pattern length: 3.12”**

**• Overall pattern length: 3.52” (including quiet zones)**

**This must have a UCC-128 bar code quality program in place that ensures ANSI A or B print quality (ANSI X3.182). Be sure to use “smudge-proof” labeling/ink and low-reflective tape (if tape is used to apply the label).**

**A 20 digit carton number may only be used once. Each UCC-128 label printed must be unique and not have the same carton number as another UCC-128 label.**