



2015 Integration Timeline

JANUARY

FEBRUARY

VENDOR OF RECORD

1 -February

Vendor of Record change to **Penguin Random House Canada**.

- **Penguin Random House Canada** will use existing **Random House of Canada** SAN.
- Use current **Random House of Canada** account number / account profile.

NYP TITLES

(By On Sale Date) (OSD)

29 -January

All 2/3 and 2/10 **Penguin Canada** OSD titles will be **billed** by **Penguin Canada**.

3 -February

All 2/3 OSD titles shipped in January by **Random House of Canada** will **bill** as **Penguin Random House Canada**.

10 -February

All 2/10 OSD titles shipped in January by **Random House of Canada** will **bill** as **Penguin Random House Canada**.

17 -February

No **Penguin Canada** OSD titles will bill as **Penguin Random House Canada**.

24 -February

All **Penguin Canada** and **Random House of Canada** OSD titles will bill as **Penguin Random House Canada**.

RE-ORDERS

FOR ORDERING, Penguin Canada systems will be unable to process orders after Friday January 23.

Random House of Canada systems will not be able to accept orders on January 31 or February 1.

23 -January

Last day to place **Penguin Canada** reorders to **Penguin Canada**.

26 -January

Last day that **Penguin Canada** backorders will ship and bill as **Penguin Canada**.

29 -January

Last day to place or transmit **Random House of Canada** orders that will ship and bill as **Random House of Canada**.

30 -January

Random House of Canada orders will be accepted on .biz until 4:00 pm EST. Service will resume on Monday 2/2 at 9:00 am EST as **Penguin Random House Canada** shipments.

2 -February

Starting at 9:00 am EST, the first date that **Penguin Random House Canada** can begin accepting orders for both **Penguin Canada** and **Random House of Canada** titles.

RETURNS

1 -January

Begin shipping **Random House of Canada** ONLY returns to: 6971 Columbus Rd., Mississauga, ON L5T 1K1. **Penguin Canada** returns should continue to ship to Newmarket until 1/16/2015.

16 -January

The last date to receive returns at the **Penguin Canada** facilities, to be credited as **Penguin Canada**.
• **Random House of Canada** returns can continue to be sent to Mississauga, without interruption.

2 -February

Combined returns can be accepted and processed in Mississauga, and will be credited as **Penguin Random House Canada**.
• Mississauga systems will be unable to accept or process **Penguin Canada** or combined returns until February 2.

EDI

23 -January

Last day for **Penguin Canada** orders to be received for processing via EDI.
• EDI orders transmitted to **Penguin Canada** between 4:00 pm EST on 1/23/2015 and 5:00 pm EST on 1/28/2015 will receive a POA, but will be held to ship by **Penguin Random House Canada** after 2/1/2015.

28 -January

Orders transmitted to **Penguin Canada** after 5:00 pm EST will not be accepted. Those orders will need to be resubmitted to **Penguin Random House Canada** after 9:00 am EST on February 2.

29 -January

Last day for **Penguin Canada** outbound ASN's and invoices.

30 -January

Random House of Canada can receive orders until 4:00 pm EST. Inbound service will resume on Monday 2/2 at 9:00 am EST.
• Outbound documents will continue until approx. 12:00 am EST, when **Random House of Canada** systems go offline.

2 -February

Beginning at 9:00 am EST, orders can be submitted to **Penguin Random House Canada**, and all outbound EDI documents will be sent by **Penguin Random House Canada**.