



DESIGNATED CONTACTS:

Please route as follows unless noted on the PO and/or specifically requested by HALO:

- **PO Questions/Clarifications:** Please contact the CSR listed on the Order and/or the contact specifically requested by HALO
- **Acknowledgements:** Acknowledgements@halo.com
- **Samples (including sample proofs):** SamplesCS@halo.com
- **Shipping Notifications:** Sent to contact listed on the Purchase Order.
- **Truck shipments:** Freight@halo.com
- **If you are unable to ship to a destination requested, please contact:** Freight@halo.com
- **Proofs:** Proof address listed on the PO
- **Supplier Portal:** SupplierPortal@Halo.com.
- **ALL Supplier Invoices:** Invoices@halo.com