



FAQs

What is The United Family Discovery Showcase?

This opportunity invites entrepreneurs and businesses to break through traditional processes for an opportunity to pitch their products directly to The United Family during an In-Person Event in Lubbock, Texas on **May 8, 2024**. Contingent on meeting all of The United Family's supplier requirements, selected participants have the potential to become a United Family Supplier and have their products sold in a United Family banner store.

Who can apply?

The United Family is looking for product suppliers, not service suppliers. All retail Grocery and Perishable product(s) will be considered. Products must be ready for market. Suppliers and their product(s) will be considered and evaluated based on their alignment to The United Family's product merchandising strategies and market opportunity to fulfill United Family customer needs.

What is RangeMe?

RangeMe is an online platform that streamlines product discovery, sampling and sourcing between suppliers and retailers.

Is there a registration fee?

It is free to submit your product for consideration. If selected, there is a fee of \$300 to move forward with an in-person meeting to be held on **May 8, 2024**. The fee covers administrative and support in the preparation and execution of the event by ECRM/RangeMe. Please only submit if you are interested in a meeting with The United Family.

Can I submit my applications via email, fax, or US mail?

No, all applications must be completed electronically through The United Family's Discovery Showcase Event Page at <https://www.rangeme.com/unitedfamilydiscoveryshowcase>.

What are the key dates I should know?

- **February 19, 2024** – Event opens - submissions can begin 12:01 a.m. PST.
- **March 4, 2024** – Deadline to submit applications by 11:59 p.m. PST.
- **On or around March 18, 2024** – You will be notified of your application status. If selected, you will receive an invitation to attend an In-Person Event on May 8, 2024.

- **April 19, 2024** – If you received an invitation to the In-Person Event, this is the deadline to accept or decline. If no response is received, it will be assumed as a decline.
- **On or around April 29, 2024** – Invited suppliers will receive In-Person Event logistics and meeting schedule.
- **May 8, 2024** – Please plan to be at the event for a full day

Will I need to travel to Lubbock, Texas, as part of the program?

Yes. If selected, you will be asked to attend the in-person event on **May 8, 2024** in Lubbock, Texas to meet with our business team.

When I register, does that mean I'm automatically a United Family supplier?

No. Registering provides us with your company's vital information so that we can match your company to potential opportunities. Completing the registration process also does not guarantee an invitation to attend the event, nor does it imply that your company has a procurement relationship with The United Family, either now or in the future. You will be contacted regarding next steps if your company's product offering is selected.

Are any brands excluded from applying?

The United Family is looking for product suppliers, not service suppliers. All retail Grocery and Perishable product(s) will be considered. Products must be ready for market. Suppliers and their product(s) will be considered and evaluated based on their alignment to The United Family's product merchandising strategies and market opportunity to fulfill United Family customer needs.

If I don't have a finished product yet, can I pitch my idea?

No. The United Family is looking for products that are ready for the market. Please check back on our website for future events and opportunities once you have a market ready product(s). We'd love to hear from you then!

What if I want to submit more than one product per category?

You may submit one application with multiple products across different categories. Please submit one product per product category/ brand to be reviewed by The United Family.

I want to submit an entire line of products. Do I need to fill out a submission form for each item?

No. Please submit only one application with all your products.

How do I know which category I should submit my product?

Please refer to product category information within the RangeMe submission portal.

My product is verified/processed by RangeMe, now what?

Once your application and product have been verified/processed by RangeMe, it will be reviewed by The United Family. Please note that RangeMe only verifies/processes product information to be published. Having your product verified/processed does NOT mean your

products have been selected by The United Family. Completing the registration process also does not guarantee an invitation to attend the event.

You will be notified of your application status on or around **March 18, 2024**.

Can I save a partially completed application to edit at a later time?

Yes, there are options available in RangeMe to save your draft and come back at a later time/date to edit before submitting it. Please note: While you can save a partially completed application, it must be submitted before the deadline in order to be considered.

All applications must be complete and submitted before **March 4, 2024** by 11:59 p.m. PST.

Can I edit my application after I submit it?

No. Once your application has been submitted, you cannot make any further edits. Please do not duplicate your application.

Do you have any tips on completing my product submission?

Make sure to complete the submission form fully and accurately. We highly recommend uploading good quality photos of your product and providing the inspiration behind your product/company.

How can I check the status of my product submission?

Due to the anticipated high volume of submissions, neither RangeMe nor The United Family are able to provide status updates via email or telephone. You will receive an email notifying you whether you are invited to the In-Person Event on or around **April 19, 2024**.

Where can I find the answers to questions related to the application process?

Please email RangeMe at: Unitedfamilydiscoveryshowcase@rangeme.com, if you are having trouble submitting your application or have additional questions on the submission form.

Now that I have received the email invitation to attend meetings, how do I confirm my participation?

Accept or decline invitation by April 19, 2024. Further details will be included in a separate email on or around April 29, 2024.

When and who is making my travel arrangements?

You are responsible for making your own travel arrangements. Up to two (2) representatives will be allowed to attend the In-Person Event. Both representatives are required to expressly consent to Terms and Conditions of this Event, and sign applicable forms and releases required by The United Family.

Invited suppliers can book travel once they receive and accept invitation to the In-Person Event on or around **March 18, 2024**.

Do I have to attend the In-Person Event in person AND participate in additional activities at the In-Person Event if I am invited?

In person attendance is strongly preferred for pitch meetings. You may attend additional activities at In-Person Event at your discretion. A detailed event agenda will be shared on or around **April 29, 2024**.

What if I cannot travel, am I disqualified?

If you were invited to attend the In-Person Event and you have unforeseen circumstances not allowing you to attend, please reach out to <http://www.rangeme.com/albertsons>, no later than **April 29, 2024** to discuss options. Create or update your profile to ensure the information in our database is accurate.

If I'm invited to attend the In-Person Event, can I present more than one product?

You should only present products that you are able to present concisely in a 10-15 min presentation during the In-Person Event.

Can I ship my product samples in early? What if my item is too large, can I bring a video that demos the product?

No, The United Family will not receive product samples early or store products prior to the In-Person Event. If your sample is too large to carry with you, please provide a link to a 5 min demo video (You-Tube™ preferred).

How many samples of my product do I need to supply to The United Family?

During the initial product evaluation, The United Family will not accept or require product samples. If you are selected to attend the In-Person Event, you may be asked to bring one sample with you to the event. The United Family is not responsible for returning any samples and is not responsible for any cost associated when providing samples for your presentation.

Suppliers are responsible for bringing samples. If The United Family wants to keep your sample for further review, you can leave it at the In-Person Event. If not, you are responsible to take your sample back with you.

Suppliers are responsible for keeping up with their product(s) during the In-Person Event as you participate in additional activities.

What is a Dun & Bradstreet number, and how do I get one?

Dun & Bradstreet (DUNS) number is a unique nine-digit identification sequence, which has become the global standard for identifying and tracking businesses. It's recognized, recommended and/or required by organizations worldwide. Please visit the Dun & Bradstreet website at www.dnb.com for more information regarding obtaining a DUNS number.

How do I determine my company size?

To qualify as a small business, the company must be:

- Owned by a US citizen or US residents with legal status

- A for-profit enterprise headquartered in the US or its trust territories
- A small business as defined by the Small Business Administration

See www.sba.gov/size for details.

What qualifies my company as a diverse business?

To qualify as a woman-, minority-, veteran-, disability-, or LGBTQ+ owned business enterprise, the company must be:

- Owned by a US citizen or US residents with legal status
- A for-profit enterprise headquartered in the US or its trust territories
- At least 51% owned, operated and controlled by one or more women, minorities, veterans, person(s) with a disability or LGBTQ person(s)
- The United Family also recognizes the following classifications:
 - Historically Underutilized Business (HUBZones)
 - Small Disadvantaged Business (SDB)
- United recommends diverse businesses be certified by one or more of the following accredited certification organizations:
 - Minority Business Enterprise (MBE)
 - Women Business Enterprise (WBE)
 - Disability-Owned Business Enterprise (DOBE)
 - Veteran Business Enterprise (VBE)
 - Service-Disabled Veteran Business Enterprise (SDVBE)
 - LGBTQ Business Enterprise (LGBTQ)

Is a diversity certification required to do business with The United Family.

No. Certification isn't a requirement, nor does it guarantee business with The United Family. We recognize the value of certification and highly recommend diverse suppliers consider becoming certified to take advantage of the various benefits that accompany certification.