



March 21<sup>st</sup>, 2023

Dear Smoothie King Approved Supplier,

We are excited to introduce to you our new partnership with Share-ify™. Share-ify™ is an online document sharing service that will allow us to streamline communication, manage food safety documentation, and monitor product traceability all in one place. Moving forward, all Smoothie King-approved suppliers are required to maintain up to date food safety documentation using Share-ify™. Maintaining an active subscription to Share-ify™ will become a mandatory component of our business and our requirements for our supply partners. Any non-compliant suppliers will be at risk of becoming unapproved and losing the Smoothie King business. This is the same requirement being made by our distribution partner Performance Food Group (PFG) and having one active membership will satisfy both the needs of SKFI and PFG.

All current suppliers must login to Share-ify™ and ensure the following up to date documentation is uploaded and shared with Smoothie King **by 4/4/2023**. If we have current documentation for you, your documents will be uploaded on your behalf.

- Product Specification/Technical Data Sheet
- Safety Data Sheet
- Country of Origin
- Confirmation from FDA regarding packaging materials/ink being safe for food use
- Artwork sample of what is printed on item (if applicable) and Di Lines
- Recycle, Compostable, or Biodegradable claims supporting documentation
- Case Label Sample
- Lot Code Legend
- Letter of Guarantee
- Certificate of Insurance
- 24 Hour Contact List

All documents shared with Smoothie King Corporate QA via the Share-ify™ platform are considered confidential and are protected by the NDA or confidentiality provisions in the supply agreement in place with your company.

If you have an active subscription and need assistance with uploading the requested information, please refer to the orange on-screen help buttons to view the user guide, or you may reach out to the Customer Success Team at [service@share-ify.com](mailto:service@share-ify.com).

If you need to obtain a subscription, go to [www.share-ify.com](http://www.share-ify.com) and click on "Get Started Today," or send an email to [service@share-ify.com](mailto:service@share-ify.com) and reference this letter.

Also, as a courtesy, and to ensure that our suppliers can meet the required deadline, a member of the Share-ify™ Customer Success Team may be in touch with you to assist with the on-boarding process and to ensure you do not have any questions.

Please contact me at [MaKenzi.Gennette@SmoothieKing.com](mailto:MaKenzi.Gennette@SmoothieKing.com) if you have any questions about this notice. Thank you for your continued support to Smoothie King and our customers by complying with this important requirement.

MaKenzi Gennette  
Manager of Quality Assurance and Technical Services