



**HD SUPPLY SUPPORT SERVICES, INC.
Supplier Dispute Claim Form**

Instructions:

1. Submit one claim for each dispute.
2. Supplier Chargebacks that are older than thirty days from the HD Supply deduction date will not be worked
3. Allow a minimum of 60 days from the date of receipt for a response.

Claim Information (To be Completed by Supplier):

Date of Request		Disputed Dollar Amount	
Supplier Name			
Contact Name			
Contact Telephone Number			
Contact E-Mail			

Check all that apply	Type of claim	Required documents
	Rebate	<ul style="list-style-type: none">▪ Copy of Supplier Buying Agreement▪ Copy of Supplier Rebate Calculation▪ Supplier's Sales Statistical Report
	CO-OP/Marketing Funds	<ul style="list-style-type: none">▪ Copy of Supplier Buying Agreement▪ Marketing Agreement (If applicable)▪ Copy of Supplier CO-OP/Marketing Calculation
	Other Supplier Allowances	<ul style="list-style-type: none">▪ Copy of Supplier Buying Agreement▪ Copy of appropriate allowance calculation▪ Supplier's Sales Statistical Report

Mail Claims to: HD Supply Support Services, Inc.
Global Support Center
Attn: Supplier Reporting & Analysis
501 W. Church Street
Orlando, FL 32805

To be completed by Supplier Reporting & Analysis:

Financial Analyst	
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