

All Reps assigned to Bosch/Firestone project.

Below is additional information that you will need in order to complete the project:

-If you come across a few of the same items, but only have 1 label, please label the one item. On the remainder of the items, please use a marker and write the ProMotive number on the box in place of where the sticker should go. Set these boxes next to the one that has the label according to the planogram.

-If you come across any items that you have no labels for, those are discontinued items. Please take these items and set them to the end of the planogram.

-In the package with the labels will be an instruction kit. Please disregard the Firestone Filter Changeover Form - Field Visit 2011. You DO NOT need to fill this out. Please make sure that you complete our call report that has been uploaded to your profile and fax it back to the number at the top of the form.

-The UPS package tracking number has been set up on your call report next to the store name. If you get to a location and you cannot find your package, please use the tracking number to track it. If the location still cannot locate the package, or it has not yet been delivered, please contact Kim Ellen Cowan @ 516-594-4400 ext 218 immediately before you leave the location. Please note the time that you were at the location and that the Manager could not locate the package on your call report and have the Manager sign it. You will be paid for this visit only after it has been approved by Kim Ellen Cowan. You will then be asked to go back once the package has been delivered.

Thank you very much for your attention to this project!

Quest Service Group

Before getting started with the project, please be sure and note the following:

- The location can be listed under any of the following names - Firestone, Tires Plus, Expert Tires, Wheel Works, Mark Morris Tires

- The package for each location is being mailed out today for a delivery date of Monday June 27th. If you planned on completing one or more locations on Monday, please be sure and call the store before going to make sure that they have received the labels. As long as they confirm that the package has been delivered, please feel free to complete the project. If it is later on in the day, and the location still has not received the labels, please log onto your profile and reschedule the project for a different day.

- Please note that an authorization document has been uploaded to your profile. Please print it out and bring it with you when you complete the project to show the Manager on duty in case he is questioning this project in any way. Along with the authorization document, there is a picture of what the hold label looks like on the box. The label says **"HOLD FOR FILTER CHANGEOVER."**

- Under no circumstances are any of you supposed to go outside of the stockroom where the relabeling project is taking place to go and gather up more product to be relabeled. If the location has product to be relabeled anywhere other than the stockroom, they are to have their workers go and retrieve it for you.

- Enclosed with the labels, there will be a set of instructions. Please understand that those are not additional instructions, but instead they are reiterating what is in the Scope of Work that is already uploaded onto your profile.

- Please contact Kim Ellen Cowan at 516-594-4400 ext 218 if the location can not locate the labels, refuses to allow the service, or if they run into any other serious problems.

Thank you for your attention to this project!

Quest Service Group

Change over to ProMotive brand (By Purolator) Air, fuel and Cabin Air Filters:

Beginning this month Quest Services (Bosch/Purolator representatives) will relabel all warehouse and store Firestone / Champion Labs boxed air filters, fuel filters and cabin air filters with the ProMotive (Purolator) part numbers. Once complete, the ProMotive (Purolator) part numbers will be turned on in the stores POS parts look up. Once the Firestone / Champion Labs inventory is sold through, stores will be replenished with the newly packaged air, fuel and cabin air filters. Districts/Stores will be notified in advance of these visits. There will be **no change** to the **oil** filter line at this time.



The box size is 12x10x6

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BOSCH - FIRESTONE LOCATION RETAGGING PROJECT

- Upon entering each Firestone, TiresPlus or ExpertTire location, the Quest rep should request the Manager on duty, explain they are on site to re-label the Bosch fuel, air and cabin filters.
- **(OIL FILTERS ARE NOT part of this re-labeling project even though there are oil filters in the locations)**. Note – all Firestone Managers will be notified of this project well in advance of the reps arriving at the store location. In other words, the managers should know the reps are coming; they just won't know the exact date for each location.
- Quest service employee identifies the product to be relabeled and reset, verifies with manager, and prepares to begin their assignment. The Firestone Manager will receive all preprinted labels prior to the rep's arrival and will hand the labels off to the rep.
- Reps to begin performing merchandise re-labeling as per the product lists provided in these instructions.
- Once all items are re-labeled, reps are to reset product according to new part numbers, i.e. the provided POG guidelines. Any items not included in the product lists should be placed in a spot designated by the store manager.
- Face and reset merchandise as close as possible to the images provided.

Quest service reps are NOT to enter any of the repair bays looking for boxes to re-label !

*Note that each location stocks approximately 40-60 of the products contained in the provided product lists. Additionally, they only stock approximately 1 piece of whatever products they have in inventory.

For this project to be considered complete, all reps must provide:

1. Quest service call completion report, with comments and manager signature.
2. Three pictures from different angles showing the completed re-labeling and reset areas. Pictures must be loaded to your Quest profile page.
3. Any items needed or problems encountered must be submitted on the Quest completion report.
4. Confirmation that store managers were advised any items that could not be relabeled will be sent back to the Firestone DC's (note on completion report).
5. Completion and upload of items to your Quest profile reporting page (www.questmerchandiser.com) – service call completion report and three pictures.

Retag Examples

The new labels should be put on the packaging covering the existing product number and brand name.
The new labels should be placed as straight and neatly as possible.
The old UPC code should still be visible after placing the new label on the packaging.

Before



After



Before



After



Before



After



Cabin Filters		
CURRENT Part #	NEW Part #	CURRENT PN & DESCRIPTION
CAF1700	C14860P	CAF1700 CABIN AIR FILTER
CAF1703	C25082P	CAF1703 CABIN AIR FILTER
CAF1704	C25246P	CAF1704 CABIN AIR FILTER
CAF1706	C25245P	CAF1706 CABIN AIR FILTER
CAF1707	C15388P	CAF1707 CABIN AIR FILTER
CAF1708	C15390P	CAF1708 CABIN AIR FILTER
CAF1712	C28906P	CAF1712 CABIN AIR FILTER
CAF1739	C45508	CAF1739 CABIN AIR FILTER
CAF1742	C35448P	CAF1742 CABIN AIR FILTER
CAF1743	C15389P	CAF1743 CABIN AIR FILTER
CAF1745	C35498P	CAF1745 CABIN AIR FILTER
CAF1751	C38188P	CAF1751 CABIN AIR FILTER
CAF1754	C25480P	CAF1754 CABIN AIR FILTER
CAF1755	C25478P	CAF1755 CABIN AIR FILTER
CAF1756	C25387P	CAF1756 CABIN AIR FILTER
CAF1758	C15439P	CAF1758 CABIN AIR FILTER
CAF1762	C25490P	CAF1762 CABIN AIR FILTER
CAF1764	C35491P	CAF1764 CABIN AIR FILTER
CAF1766	C35479P	CAF1766 CABIN AIR FILTER
CAF1770	C45459P	CAF1770 CABIN AIR FILTER
CAF1774	C38222P	CAF1774 CABIN AIR FILTER
CAF1781	C35519P	CAF1781 CABIN AIR FILTER
CAF1792	C35530P	CAF1792 CABIN AIR FILTER
CAF1796	C35484P	CAF1796 CABIN AIR FILTER
CAF1797	C35676P	CAF1797 CABIN AIR FILTER
CAF1801	C35675	CAF1801 CABIN AIR FILTER
CAF1803P	C16112	CAF1803P CABIN AIR FILTER
CAF1814P	C35661	CAF1814P CABIN AIR FILTER
CAF1816P	C35667P	CAF1816P CABIN AIR FILTER
CAF1818P	C45662	CAF1818P CABIN AIR FILTER
CAF1825P	C35674	CAF1825P CABIN AIR FILTER
CAF1830P	C35898	CAF1830P CABIN AIR FILTER
CAF1839P	C15873P	CAF1839P CABIN AIR FILTER
CAF1844P	C25685P	CAF1844P CABIN AIR FILTER
CAF1846P	C35660	CAF1846P CABIN AIR FILTER
CAF7702	C45383P	CAF7702 CABIN AIR FILTER
CAF7749	C35494P	CAF7749 CABIN AIR FILTER
CAF7757	C25246P	CAF7757 (2) CABIN AIR FILTER
CAF7759	C35526P	CAF7759 CABIN AIR FILTER
CAF7799	C35549	CAF7799 CABIN AIR FILTER

Fuel Filters		
CURRENT Part #	NEW Part #	CURRENT PN & DESCRIPTION
FF3178	F43178P	FF3178 FUEL FILTER
FF3802	F65455P	FF3802 FUEL FILTER
FF4702	F64702P	FF4702 FUEL FILTER
FF4711	F64711P	FF4711 FUEL FILTER
FF4714	F54714P	FF4714 FUEL FILTER
FF481	F33144P	FF481 FUEL FILTER
FF483	F33173	FF483 FUEL FILTER
FF645	F55215P	FF645 FUEL FILTER
FF6541	F45068P	FF6541 FUEL FILTER
FF6593	F65277P	FF6593 FUEL FILTER
G1010	F65574P	G1010 CHAMP FUEL FILTER
G1033	F65376P	G1033 FUEL FILTER
G1036	F65472P	G1036 FUEL FILTER
G1060	F65455P	G1060 FIRESTONE FUEL FILTER
G145	F59161P	G145 FUEL FILTER
G496	F64621P	G496 FUEL FILTER
G6324	F44710P	G6324 CHAMPION FUEL FILTER
G6346	F54689P	G6346 FUEL FILTER
G6353	F54668P	G6353 FIRESTONE FUEL FILTER
G6387	F54794P	G6387 FUEL FILTER
G6511	F44870P	G6511 FUEL FILTER
G6530	F65238P	G6530 FUEL FILTER
G6531	F65239P	G6531 FUEL FILTER
G6567	F55287P	G6567 CHAMP FUEL FILTER
G6579	F65285P	G6579 FIRESTONE FUEL FILTER
G6597	F55412P	G6597 FIRESTONE FUEL FILTER
G6640	F65768	G6640 CHAMP FUEL FILTER
G6642	F55529P	G6642 FIRESTONE FUEL FILTER
G6831	F55577P	G6831 CHAMP FUEL FILTER
G991	F65364P	G991 CHAMP FUEL FILTER

Air Filters		
CURRENT Part #	NEW Part #	CURRENT PN & DESCRIPTION
AF1135	AF4656	AF1135 AIR FILTER
AF1624	AF5556	AF1624 CHAMP AIR FILTER
AF1641	AF6067	AF1641 AIR FILTER
AF1679	AF5301	AF1679 CHAMP AIR FILTER
AF1688	AF5324	AF1688 FIRESTONE AIR FILTER
AF1695	AF5418	AF1695 FIRESTONE AIR FILTER
AF1744	Use AF5192	AF1744 FIRESTONE AIR FILTER
AF1754	AF5528	AF1754 FIRESTONE AIR FILTER
AF2014	AF5433	AF2014 FIRESTONE AIR FILTER
AF234	AF4487	AF234 AIR FILTER
AF2441	AF5517	AF2441 CHAMP AIR FILTER
AF2771	AF5566	AF2771 CHAMP AIR FILTER
AF2780	AF5633	AF2780 CHAMP AIR FILTER
AF2785	AF5582	AF2785 CHAMP AIR FILTER
AF2786	AF5583	AF2786 CHAMP AIR FILTER
AF280	A24471	AF280 AIR FILTER
AF2883	AF5642	AF2883 CHAMP AIR FILTER
AF2884	AF5699	AF2884 CHAMP AIR FILTER
AF289	A44626	AF289 AIR FILTER
AF2956	AF5707	AF2956 CHAMPION AIR FILTER
AF2962	AF5603	AF2962 FIRESTONE AIR FILTER
AF3054	AF5604	AF3054 CHAMP AIR FILTER
AF3083	AF6313	AF3083 CHAMP AIR FILTER
AF3095	AF5822	AF3095 CHAMP AIR FILTER
AF3216	AF5503	AF3216 FIRESTONE AIR FILTER
AF3245	AF5507	AF3245 AIR FILTER
AF3588	AF5414	AF3588 FIRESTONE AIR FILTER
AF3589	AF5434	AF3589 AIR FILTER
AF3590	AF5462	AF3590 FIRESTONE AIR FILTER
AF3592	AF3592	AF3592 CHAMP AIR FILTER
AF3594	AF5431	AF3594 CHAMP AIR FILTER
AF3595	AF5463	AF3595 FIRESTONE AIR FILTER
AF370	A44467	AF370 AIR FILTER
AF372	AF4601	AF372 AIR FILTER
AF3895	AF5525	AF3895 CHAMP AIR FILTER
AF3904	AF5560	AF3904 CHAMP AIR FILTER
AF3956	AF5553	AF3956 FIRESTONE AIR FILTER
AF3959	AF5578	AF3959 CHAMP AIR FILTER
AF3960	A35589	AF3960 CHAMP AIR FILTER
AF3974	AF4688	AF3974 CHAMP AIR FILTER
AF3983	AF5698	AF3983 CHAMP AIR FILTER
AF3996	AF5650	AF3996 CHAMP AIR FILTER
AF4000	AF5602	AF4000 CHAMP AIR FILTER
AF4001	AF5601	AF4001 CHAMP AIR FILTER
AF4002	AF5656	AF4002 CHAMP AIR FILTER
AF4003	AF5647	AF4003 CHAMP AIR FILTER
AF4007	A35783	AF4007 CHAMP AIR FILTER
AF4008	AF5653	AF4008 CHAMP AIR FILTER
AF4011	AF5634	AF4011 CHAMP AIR FILTER
AF4012	AF5635	AF4012 CHAMP AIR FILTER
AF4015	AF5655	AF4015 CHAMP AIR FILTER
AF4017	AF5649	AF4017 CHAMP AIR FILTER
AF4019	AF5657	AF4019 CHAMP AIR FILTER

Air Filters		
CURRENT Part #	NEW Part #	CURRENT PN & DESCRIPTION
AF4021	AF5833	AF4021 CHAMP AIR FILTER
AF4022	AF5671	AF4022 CHAMP AIR FILTER
AF4027	AF5780	AF4027 CHAMP AIR FILTER
AF4029	AF5701	AF4029 CHAMP AIR FILTER
AF4030	AF5703	AF4030 CHAMP AIR FILTER
AF4031	AF5799	AF4031 CHAMP AIR FILTER
AF4042	AF5820	AF4042 CHAMP AIR FILTER
AF4044	AF6309	AF4044 CHAMP AIR FILTER
AF4045	AF6308	AF4045 CHAMP AIR FILTER
AF415	AF4613	AF415 AIR FILTER
AF5191	AF5521	AF5191 AIR FILTER
AF545	AF4625	AF545 AIR FILTER
AF665	A34356	AF665 AIR FILTER
AF7819	A24716	AF7819 AIR FILTER
AF7824	AF4642	AF7824 AIR FILTER
AF7825	AF4669	AF7825 AIR FILTER
AF7835	AF4649	AF7835 AIR FILTER
AF7849	AF4995	AF7849 AIR FILTER
AF7859	AF4721	AF7859 FIRESTONE AIR FILTER
AF7867	AF4886	AF7867 FIRESTONE AIR FILTER
AF7874	AF4877	AF7874 FIRESTONE AIR FILTER
AF7878	AF5378	AF7878 AIR FILTER
AF7884	AF7039	AF7884 AIR FILTER
AF7893	AF5049	AF7893 AIR FILTER
AF7905	AF5207	AF7905 AIR FILTER
AF7910	AF5089	AF7910 AIR FILTER
AF7913	AF5150	AF7913 FIRESTONE AIR FILTER
AF7914	AF5244	AF7914 CHAMP AIR FILTER
AF7918	AF5257	AF7918 AIR FILTER
AF7920	AF5249	AF7920 FIRESTONE AIR FILTER
AF7938	AF5305	AF7938 FIRESTONE AIR FILTER
AF7944	AF5258	AF7944 AIR FILTER
AF7946	AF5306	AF7946 FIRESTONE AIR FILTER
AF7954	AF5359	AF7954 AIR FILTER
AF7958	AF5352	AF7958 FIRESTONE AIR FILTER
AF7959	AF5373	AF7959 FIRESTONE AIR FILTER
AF7964	AF5363	AF7964 AIR FILTER
AF7965	AF5353	AF7965 FIRESTONE AIR FILTER
AF7974	AF5420	AF7974 FIRESTONE AIR FILTER
AF7975	AF5372	AF7975 CHAMPION AIR FILTER
AF7981	AF5405	AF7981 FIRESTONE AIR FILTER
AF7984	AF5396	AF7984 FIRESTONE AIR FILTER
AF7990	AF5397	AF7990 FIRESTONE AIR FILTER
AF7991	AF5398	AF7991 CHAMP AIR FILTER
AF7996	AF5400	AF7996 FIRESTONE AIR FILTER
AF7998	AF5403	AF7998 AIR FILTER
AF7999	AF5395	AF7999 FIRESTONE AIR FILTER
AF9010	AF5432	AF9010 FIRESTONE AIR FILTER
AF9098	AF5456	AF9098 CHAMP AIR FILTER
AF917	AF4852	AF917 AIR FILTER
CF1279	AF5227	CF1279 AIR FILTER
CF1519	AF5314	CF1519 AIR FILTER
CF160	AF4	CF160 AIR FILTER

Air Filters		
CURRENT Part #	NEW Part #	CURRENT PN & DESCRIPTION
CF1683	AF5323	CF1683 AIR FILTER
CF326	AF91	CF326 AIR FILTER
CF3441	AF3465	CF3441 AIR FILTER
CF3575	AF3192	CF3575 AIR FILTER
CF3592	AF6303	CF3592 AIR FILTER
CF4278	AF4278	CF4278 AIR FILTER
CF4343	AF4343	CF4343 AIR FILTER
CF4372	AF4372	CF4372 AIR FILTER
CF4378	AF4378	CF4378 AIR FILTER
CF4468	AF4468	CF4468 AIR FILTER
CF4479	AF4479	CF4479 AIR FILTER
CF4645	AF4645	CF4645 AIR FILTER
CF4650	AF4650	CF4650 AIR FILTER
CF4680	AF4680	CF4680 AIR FILTER
CF4690	AF4690	CF4690 AIR FILTER
CF4712	AF4712	CF4712 AIR FILTER
CF4720	AF4720	CF4720 AIR FILTER
CF4722	AF4722	CF4722 AIR FILTER
CF4727	AF4727	CF4727 AIR FILTER
CF4731	AF4731	CF4731 AIR FILTER
CF4831	AF4831	CF4831 AIR FILTER
CF4858	AF4858	CF4858 AIR FILTER
CF4873	AF4873	CF4873 AIR FILTER
CF4878	AF4878	CF4878 AIR FILTER
CF4879	AF4879	CF4879 AIR FILTER
CF4880	AF4880	CF4880 AIR FILTER
CF4881	AF4881	CF4881 AIR FILTER
CF5048	AF5048	CF5048 AIR FILTER
CF5090	AF5090	CF5090 AIR FILTER
CF5148	AF5148	CF5148 AIR FILTER
CF5155	AF5155	CF5155 AIR FILTER
CF5192	AF5192	CF5192 AIR FILTER
CF773	AF3195	CF773 AIR FILTER
CF785	AF3380	CF785 AIR FILTER
CF7917	AF5265	CF7917 AIR FILTER
CF7919	AF5248	CF7919 AIR FILTER
CF7935	AF5267	CF7935 AIR FILTER
CF974	AF3590	CF974 AIR FILTER
LAF1617	AF5042	LAF1617 AIR FILTER

After retagging the Fuel Filters, Cabin Filters, and Air Filters, the products need to be placed back on the existing shelves in Sequential Order. Provided below are examples of how this should be done. Different shelf configurations will of course not match these examples exactly but they demonstrate the proper way to set the product - Grouped together by type (Fuel, Cabin, Air) and placed in sequential order.

Planogram Outline Example

FUEL FILTERS
SET IN SEQUENTIAL ORDER --> (example - F33144, F33173, F43178, ect...)
CABIN FILTERS
SET IN SEQUENTIAL ORDER --> (example - C14860P, C15388P, C15389P, ect...)
AIR FILTERS
SET IN SEQUENTIAL ORDER --> (example - A13192, A14649, A14650, ect...)
AIR FILTERS
CONTINUE IN SEQUENTIAL ORDER -->
AIR FILTERS
CONTINUE IN SEQUENTIAL ORDER -->
AIR FILTERS
CONTINUE IN SEQUENTIAL ORDER -->

Actual Planogram Example

