



IN REPLY
REFER TO

DEFENSE COMMISSARY AGENCY
HEADQUARTERS
1300 E AVENUE
FORT LEE, VIRGINIA 23801-1800

MPS

November 15, 2016

NOTICE TO THE TRADE - DECA NOTICE 17-05

SUBJECT: New Store Set Dates – Fort Belvoir Commissary, December 13-16, 2016

The purpose of this “Notice to the Trade” is to provide the schedule for the Fort Belvoir new store set dates. Vendor supplied equipment for all designated departments must be delivered to the new store no later than December 8, 2016. The address is:

Defense Commissary Agency
Fort Belvoir Commissary
Bldg. 2325
6050 Gorgas Road
Fort Belvoir, VA 22060

The new store set schedule covering all areas is as follows:

Tuesday, December 13-14, starting at 8AM - set the chill, dairy, lunchmeat, frozen foods and all vendor equipment (i.e., soup racks, magna bars, skilcraft, etc.)

Tuesday-Friday, December 13-16, starting at 8AM - set the dry grocery sections

Because of the shortened notification timeframe, request you identify who you plan to support the reset by providing the following information to Darnell Hicks at darnell.hicks@deca.mil no later than November 22: broker/manufacturer, name(s) of supporting reset team members, dates of attendance, department to be supported (i.e. freeze, chill, dry). In order to complete this aggressive schedule, vendor support will be extremely important especially for the duration of the new store set dates. Your support is greatly appreciated.

If there are any questions or concerns please contact Darnell Hicks, Sales Directorate, 804-734-8000, extension 4-8293/cell 804-895-8134 or Harry Farrell, Sales Directorate, 804-734-8000, extension 4-88742/cell 804-895-8145.

Gordon Jones
Deputy Director of Sales

cc:
East Area Public Affairs Officer
Zone Manager, Zone 24
Store Director, Fort Belvoir Commissary