



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

IN REPLY
REFER TO

MPS

January 25, 2018

NOTICE TO THE TRADE – DeCA NOTICE 18 - 08

SUBJECT: Hawaii Local Rim of the Pacific Gift Packs Presentations

The purpose of this Notice to the Trade (NTT) is to inform Industry that the Defense Commissary Agency (DeCA) is accepting presentations for Hawaii Rim of the Pacific (RIMPAC) gift packs. The gift packs will be offered at commissaries during the RIMPAC exercise taking place May-August, 2018.

Guidelines for presentations are as follows:

- Presentations must be submitted to the following email address:
Kalani.Patsel@deca.mil
- Submissions must be presented on DeCA Form 40-15, New Item and File and Maintenance Form and DeCA Form 40-16 Display Presentation Form. Instructions and samples for completing these forms are available at:
https://www.commissaries.com/business/brandname_resale.cfm
- Items presented must be made in or unique to Hawaii.
- Presentations must include sell sheets with pictures of each item and gift pack. Pictures must clearly illustrate the item (front, back, sides).
- Point(s) of contact information (name, phone, email of someone who can speak to all items) must be included with each submission.
- Annotate on the DeCA Forms 40-15 and 40-16 the offers are for RIMPAC.
- The deadline for submissions is close of business, Friday, March 9, 2018.

Presentations will be reviewed March 12-16 and product selection decisions will be announced Monday, March 19, 2018.

If you have questions about your presentation or how to complete the DeCA Forms, please contact Kalani Patsel, (808) 448-4669, extension 3306, or Michael A. Pulley, (804) 734-8000, extension 48521.

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Hector Granado
Director, Marketing

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