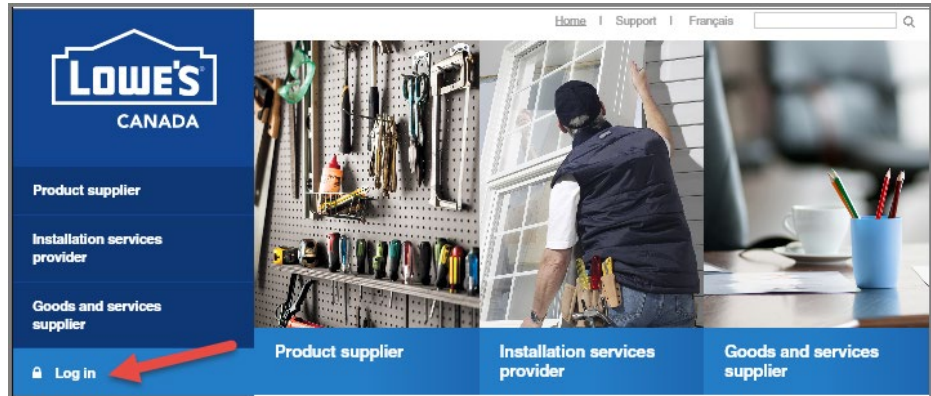




Cost Change Requests - Vendor Procedure

STEPS TO FOLLOW

1. Access the website at (<https://vendors.rona.ca/home>)
2. Click on **Log in** to access the Secure Zone



3. Identify yourself with the following info and click on **Login:**

- Email
- Password

Already a product supplier?

Access the information about your business relationship with our company.

For your information: To access this section you must identify yourself with your email and a password.

Please send a request to oxtranet.rona@rona.ca indicating your name, email, legal name of the company, RONA Commercial agreement number to get the instructions to setup your password. We will send you an email with the instructions to proceed.

Email

Password [Forgot password?](#)

Login

Access request





4. Click on **Request for cost price change** and complete the form
5. Select all associated companies to this request
6. Select product category
7. If the business name or agreement number do not appear, please enter info here
8. Enter additional information related to this request
9. Click **Submit**

Cost price change form

Documentation centre

Request for cost price change **4**

Request for credit authorization

Transportation Management System

Logout

Product supplier

Installation services provider

Goods and services supplier

Please complete this form to get a report via email that will help you confirm and correct the cost price of your products. You will be able to see the products that are active in our network and their cost prices in our systems.

Please note that any cost increase will be effective 90 days after being approved by the category director.

Please allow up to 72 hours for receipt of the report.

*Required fields

Applicant name*
France Perreault

Email*
perf@rona.ca

Legal name of your business
 LOREM IPSUM - 000000
 MERIP IPSUM - 000099

Category of product
Choose

The business name or the VBU / Agreement number does not appear in the list? Please write them below:

RONA Agreement number(s)
 [Add a number](#)

LOWE'S Home Office VBU
 [Add a number](#)

Comments

Submit **9**

Form will be transmitted to both RONA and Lowes. If applicable, report (s) will be generated for you from all parties.

Upon completion of the form you must **reply to all** in order to ensure all concerned parties receive the information.

Your account manager will follow up with you.





IMPORTANT:

Please note that all requests for an upward cost change will become effective **90 days** after approval by your account manager.

