



November 2020

Dear Valued Supplier,

On June 1st this year, COTY announced the signing of a definitive agreement with KKR* for Coty's Professional Beauty and Retail Hair businesses, including the Wella, Clairol, OPI and ghd brands (the "Wella Business"), which provides for the creation of our new Wella group of companies.

Coty will transition its Professional Beauty and Retail Hair businesses into new Wella Company on **November 30, 2020**.

Thank you for your help thus far as we prepare to establish the Wella group of companies under a new corporate structure. To that end, we would like to share with you the following information and provide you with the right level of knowledge about how your contract(s) will continue to operate with the Wella group of companies.

From **November 16, 2020** you will start receiving purchase orders for the Wella Business from the new legal entity Wella Australia Pty Ltd (ABN 62 643 427 669) instead of Coty Australia Pty Ltd (ABN 83 000 303 391):

New Legal Entity	Address
Wella Australia Pty Ltd (ABN 62 643 427 669)	Level 18, 1 Market Street, Sydney NSW 2000 Australia

Please be advised that the above will result in some changes, including the invoicing process.

Invoicing process changes

From **November 16, 2020**, any invoice submitted to the new legal entity will have to be addressed to:

Bill To Address	ABN	PDF Invoices
Wella Australia Pty Ltd Company Code 5000 Level 18, 1 Market Street, Sydney NSW 2000 Australia	62 643 427 669	PDFinv.5000@wella.com

**References to "KKR" are to an affiliate of funds and separately managed accounts, advised and/or managed by Kohlberg Kravis Roberts & Co. L.P. and/or its affiliates.*



You will begin to receive replacement of previously created POs and new POs from the new legal entity up to 2 weeks prior to **November 30, 2020**. Please manage your invoice submission according to the direction below that applies to you:

1. If service has been provided before **November 30, 2020** and you do not receive a replacement PO from the new legal entity - Send your invoice for processing to current Coty Legal Entity as of today.
2. For services provided after **November 30, 2020** you will receive a replacement PO with the new legal entity - Submit the invoice with the new bill to information.

Contacting us for support

Enquiries must be made by emailing or calling the Accounts Payable (AP) Help Desk team. When contacting them, please ensure you have the following information available or included in the body of your email:

- Purchase order and invoice number
- A detailed description of the issue or question
- Your contact details, including a phone number

Please be advised, the AP Help Desk team may need to contact you regarding your invoice submission or data. In order to ensure that you receive their communications, please add their email address to your secure email contacts.

What happens to your contractual counterpart?

We would like hereby to notify you that our agreement and/or agreed terms with you will be transferred from Coty Australia Pty Ltd to Wella Australia Pty Ltd with effect on **November 30, 2020**, subject to the terms of our agreement with you.

In addition to the above, we would like to inform you that further correspondence in relation to your contract might be addressed to your company as part of our global communication streams. Should you require assistance or clarity on the above processes please do not hesitate to reach out to your contact person in our procurement organization.

Further Information in our supplier website

We encourage you to visit our supplier website at <https://supplier.coty.com> to discover the latest news and detailed information on maintaining a successful partnership with us. If you have any questions, please do not hesitate to contact your main point of contact.

Once again, thank you for your support of the Wella group transition. We look forward to our continued relationship on this and our other brands or businesses you may serve.

Yours faithfully,



Stephanie Gemmell
Chief Procurement Officer Wella Company

SUPPLIER COMMUNICATION: APPENDIX

AP Help Desk contact information

Country	Email Address
Australia	AP.Helpdesk.AU@wella.com

Country	Phone Number
Australia	1800531569

As we move through this transition period, please pay close attention to the Billing Address and the Invoicing sending address comments, as these will provide the necessary information. The fields are highlighted in the image below:

COTY

PURCHASE ORDER

PO NUMBER	PO DATE	Revision Date
2300966181	12/NOV/2020	12/NOV/2020

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BILLING ADDRESS

Wella Australia Pty Ltd
Level 10, 1 Market Street
Sydney NSW 2000

CONTRACT IDENTIFIC

Vendor Contract :
Call phone :
Fax :
Email :

SHIPPING ADDRESS

Wella Australia - Perth / Wella Perth
4 Terminal Road, Rowle
6105 WA Australia

VENDOR NAME AND ADDRESS

Buyer Name
Debbie
Phone/Fax
Email

Requisitioner	Freight INCO-TERMS	Payment Terms	Mode of Transport

LINE	ITEM	ITEM DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL COST	TAX
10		TEST A14 NAUZE	1	970.70	970.70	

TERMS AND CONDITIONS
THIS PURCHASE ORDER IS EXPRESSLY GOVERNED BY AND INTERPRETED IN ACCORDANCE WITH COTY'S TERMS AND CONDITIONS FOR THE PURCHASE ORDER. COTY ACCEPTS NO LIABILITY OR LIABILITY FOR THE DELIVERY OF THIS PURCHASE ORDER, IN ANY CIRCUMSTANCES, UNLESS IT IS A DIRECT RESULT OF NEGLIGENCE OR OTHER BREACH OF CONTRACT BY COTY. COTY'S LIABILITY IS LIMITED TO THE EXTENT OF THE PURCHASE ORDER. COTY'S LIABILITY IS LIMITED TO THE EXTENT OF THE PURCHASE ORDER.

TOTAL NET	970.70
VALUE IN AUD	

SPECIAL INSTRUCTIONS AND COMMENTS

To ensure prompt payment please quote Purchase Order on invoice and on all correspondence. Thank you.
Please note that the payment for goods will be according to the valid invoice number.

INVOICE SENDING ADDRESS

Wella Australia Pty Ltd
PO Box 3000 Wella.com

Wella Australia Pty Ltd
ABN 62 643 427 669
Level 10, 1 Market Street
Sydney NSW 2000