



<b>Customer Information</b>	
Customer	
Point of Contact	
Office	
Cell	
Email	
<b>General Part Information</b>	
Part Name	
Original Drawing Available	
Original Material	
Original Manufacturing Method	
Essential Function(s)	
Operating Environment	
Operating Temperature	
Exposure to Chemicals	
Exposure to UV Light	
Other Comments	
Thread Sizes	
Other Comments	
<b>Strength Requirements</b>	
Tension (Load/Direction)	
Compression (Load/Direction)	
Torsion (Load/Direction)	
Other Comments	
<b>End-State Requirements</b>	
Dimensional Tolerances	
Desired Material or Properties	
Desired Surface Finish	
Desired Color	
Post Processing Requirements	
Other Comments	
<b>Order Requirements</b>	
Need Date	
Initial Order Qty	
Total Annual Volume	
Expected Order Frequency	
Packaging Requirements	
Case Pack Qty	
Supply Chain Support Needed	
Warehousing Support Needed	
Other Comments	

Date: \_\_\_\_\_

Employee Name: \_\_\_\_\_

**Additional Notes**

**Visual Information**

Date: \_\_\_\_\_

Employee Name: \_\_\_\_\_