255 McCormick Drive Lapeer, MI 48446

Phone: (810) 667-7000 Fax: (810) 667-6767

New Customer Questionnaire

New Original States							
Your Company Detail	Company Name						
	Contact Name/Title				E-mail		
	Address		City	State	Zip		
	Telephone		Fax				
	Major Products				NAICS		
	Business Type	Manufacturer	Distributor	D Other (Descr	ibe)		
	Major Products						
Quality Responsibility	Does your company maintain its own Quality Department?				□ Yes □ No		
	Are all incoming products inspected prior to use?				□ Yes □ No		
	Are all incoming goods handled and stored to prevent damage, con				ntamination an	d/or loss?	□ Yes □ No
	Senior Quality Mana	ager – Name/Title				E-mail	
	Who does the Senio	or Quality manager repor	t to? - Name/Title			E-mail	
Compliance	Compliance with any of the following standards:						
Accounts Payable	Accounts Payable N	Manager – Name/Title					
	Phone		E-mail				
Our Inspection Policy	Parts are subject to 30-day customer inspection after receipt. Parts returned without authorization (RMA) will not be accepted for credit. RMA number must appear on packing slip and parts must include same packaging as received. A 20% restocking fee may be charged on returned items. Freight must be paid both ways by customer on "used" material. Sold subject to inspection. All shortages must be claimed within 48 hours of receipt of shipment.						
	**** NO RETURNS ACCEPTED AFTER 30 DAYS ****						
Acknowledgement	I hereby certify that the information supplied on the questionnaire is true and accurate. Signature						
	Printed Name/Title E-mail						