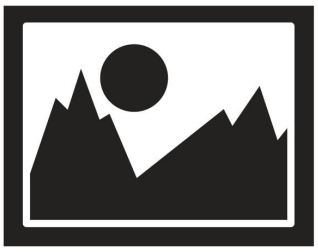
Company: Importing Company Limited
Product: Model A (Black Version)
Last Revision: 2020-03-25

Product Overview

	**Product Name**: Model A (Black Version) **Type**: Custom Design (OEM) **Market**: European Union (EU)

Hint: You need to create one product specification using Template 1A for each product. Do not mix different products in the same product specification document.

Regulations

Regulation / Standard	Country	Description
REACH	EU	
[Add additional regulations/standards]	EU	

Hint: Review Module 6: Product safety Databank before you list relevant product regulations and standards above.

NOTE TO SUPPLIER

ENGLISH: This document is confidential and should not be made public or shared with outside parties, except for relevant material and component suppliers.

中文: 此乃是机密文件, 除了有关供应商及其他相关部门外，不得公开或分享予任何第三方人士及机构.

Tiếng Việt: Tài liệu này phải được bảo mật, không được phép công khai ra bên ngoài, ngoại trừ dành cho tài liệu và nhà cung cấp bộ phận liên quan.

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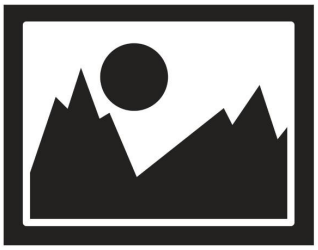
File Attachments

Product Design Files

Image	Information
	**Filename:** Model-A-design.pdf **Description:** Design drawing

Hints

1. Add thumbnails of each file in the left column to help your supplier identify the right files in your file folder.

2. Write the actual filename including filetype.

3. Keep your descriptions simple and short to avoid misunderstandings.

4. Add product photos instead of design drawings in case you intend to purchase private label (ODM) products rather than custom-designed products.

5. You can find qualified designers on www.upwork.com to help you create design drawings.

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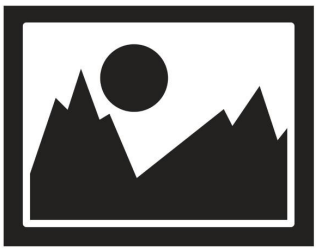
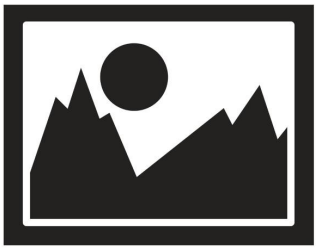
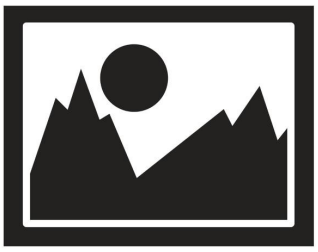
Logos / Print Files

Image	Information
	**Filename:** Logo (Front) **Type:** Print **Color:** Black **Position:** See Model-A-design.pdf **Dimensions:** 20 x 34 mm
	**Filename:** Text (Back) **Type:** Print **Color:** Black **Position:** See Model-A-design.pdf **Dimensions:** 20 x 50 mm
	**Filename:** CE Mark **Type:** Print **Color:** Black **Position:** See Model-A-design.pdf **Dimensions:** 8 x 8 mm

Hints

1. Add thumbnails of each file in the left column to help your supplier identify the right files in your file folder.

2. Write the actual filename including filetype.

3. Keep your descriptions simple and short to avoid misunderstandings.

4. You can find qualified designers on www.upwork.com to help you create logos and other graphical files.

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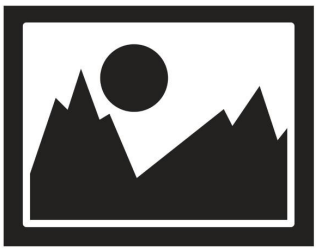
Packaging Files

Image	Information
	**Layout/Artwork file:** Box-type-1.pdf **Dimensions:** Box artwork and layout

Hints

1. You can leave this section empty if you have a finished packaging design.

2. You can find qualified designers on www.upwork.com to help you create packaging layouts and artwork.

Other Attachments

Filename	Information
Write here (if any)	Write here

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Bill of Materials

Part	QTY	Details	File/Image
Material A	1 pcs	**Material:** Write here **Color:** Specify **Dimensions:** XX x XX mm **Type:** OEM / ODM	Filename / Add image / None
Material B	2 pcs	**Material:** Write here **Dimensions:** XX x XX mm **Type:** OEM / ODM	Write here / Add image / None
Part (Type A)	2 pcs	**Material:** Write here **Dimensions:** XX x XX mm **Type:** OEM / ODM	Write here / Add image / None
Part (Type B)	8 pcs	**Material:** Write here **Dimensions:** XX x XX mm **Type:** OEM / ODM	Write here / Add image / None
Box	1 pcs	**Material:** Write here **Dimensions:** XX x XX mm **Type:** OEM / ODM	Write here / Add image / None

Hints

1. You should only list the materials and parts used to make one product unit. You should not list the materials and parts needed to produce a certain quantity of products.

2. OEM parts: Add the relevant filename under File/Image

3. ODM/Factory standard: Add an image of a similar part and/or an image of the actual part provided by the factory

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Color Variations [Remove if not applicable]

Parts	Black	Blue	Green
Material A	Pantone Black C	Pantone 279 C	Pantone Green 3278C
Material B	Pantone Black C	Pantone 279 C	Pantone Green 3278C
Logo A	White	Pantone Black C	Pantone Black C
Logo B	White	Pantone Black C	Pantone Black C

Hints

1. This section is used in case your product comes in more than one color.

2. Remove this section if your product only comes in one color/color scheme. If so, specify the color in the Bill of Materials table instead.

3. You must specify the colors using the correct color codes (e.g. Pantone or CMYK).

Material Suppliers [Remove if not applicable]

HDPE Plastic

- Company: Asia HDPE Plastic Wholesale Limited
- Contact person: John Wang
- Email: example@email
- Phone: +8521234567
- Country: Hong Kong S.A.R (China)

Product Packaging

- Company: Guangzhou Product Packaging Co., Limited
- Contact person: Zhang Wei
- Email: example@email
- Phone: +86123456789
- Country: China (Mainland)

Hints

1. This section is used in case you have selected material or component suppliers for your product. This can also include product packaging manufacturers.

2. Remove this section if you rather have the manufacturer select all material suppliers.