

Inspection Schedule Notification

•Client No:

•Date :

931, Xinanlu, Shahe-kouqu, Dalian-shi, Liaoning, China TEL : +86-411-8882-2381 FAX : +86-411-8882-2382

To : For the attention of

From : EQAICC

Subject: Notification of Product Inspection Schedule

1. We hope that your business is doing well and appreciate your kind cooperation
2. Schedule and Inspection Team for product inspection at your company is as follows; if you have any further inquiries or requests, please contact us directly

| | | | |
|------------------------|----------------------|--|-----|
| Applicable Std. | | | |
| Inspection Category | | | |
| Inspection Date | | | |
| Subject Product | | | |
| Inspection Team | | | |
| Supplier Contact Info. | TEL Contact Point | | FAX |

3. Matters for information & References

- 3.1 The purpose of this inspection is to examine and confirm that your product is properly produced in accordance with client requirement. Therefore, we will require documentation (Color PMS Book, etc.) and product necessary for this inspection which will be confirmed by our inspector. For inspection result, a report will be separately documented.
- 3.2 Information obtained during this inspection will not be used except for the purpose of inspection. If inspection date agreed must be changed, please inform us at least 7 days prior to the date agreed.
- 3.3 If no notice is given, the schedule above will be strictly adhered to.

4. Attachment: One copy of inspection plan

▷ Additional Matters: Would you kindly provide pick-up/transportation for our inspector on the inspection date.

Comment :