

PRE-PRODUCTION SAMPLE (PPS) ASSESSMENT FORM

Pre-production samples will be evaluated by **Access Business Group QA ESAN** and **ESAN procurement**, the result of this evaluation will be sent to you by email from your relevant buying contact.

The questions below are for you the supplier to confirm if anything is missing on the Pre-Production Sample and to confirm that the changes or missing items will be included for production.

Please ensure all sections and all questions are answered in full and information provided is clear and complete. Any missing details can delay evaluation of samples.

Once completed this form must be sent with the following samples:

- ***Copy with the pre-production sample for Buyer to specified address***
- ***Copy with the pre-production sample for QA at the Venlo address***

SUPPLIER NAME	
CONTACT NAME	

PRODUCT DESCRIPTION	
SUPPLIER PRODUCT REF NUMBER	
AMWAY SKU No. / REF No.	

ADD DATE YOU ARE SHIPPING THIS PPS TO EUROPE FOR ASSESSMENT	
ADD LATEST DATE YOU NEED TO RECEIVE PPS COMMENTS TO ENSURE YOU KEEP TO AGREED PRODUCTION DELIVERY DATE	

NOTE: ESAN QA require sufficient time frame to review, evaluate and comment on pre-production samples, ensure you allow sufficient time in your production schedule to receive comments and keep to agreed production delivery date.

PRODUCT DESCRIPTION	
SUPPLIER PRODUCT REF NUMBER	

1. Will the production product be exactly the same as this pre-production sample? :

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

If you have answered **NO** please list and advise what will be changed for production in the box below. For example colour, size, model type and finish:

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2. Will the packaging and labels for production be exactly the same as this pre-production sample?:

<input type="checkbox"/>	Yes PPS sample packaging and labels are exactly same as production
<input type="checkbox"/>	No – please tick the appropriate box or boxes below:
<input type="checkbox"/>	PPS is not correct, its missing the Amway Barcode Label
<input type="checkbox"/>	PPS is not correct, its missing the Eastern European Product Description
<input type="checkbox"/>	PPS is not correct, its missing the Amway Master Shipper label
<input type="checkbox"/>	Missing Other, please specify _____

3. Will the polybags for production be exactly the same as this pre-production sample?:

<input type="checkbox"/>	Yes PPS sample polybag is exactly same as will be used in production
<input type="checkbox"/>	No – please tick the appropriate box or boxes below:
<input type="checkbox"/>	PPS polybag is not correct, production polybag will be made of PE, be greater than 40 microns thick and have no suffocation warnings
<input type="checkbox"/>	PPS polybag is not correct, production polybag will be made of PE and be printed with the Suffocation Warnings in all 22 required languages
<input type="checkbox"/>	PPS polybag is not correct, production polybag will be made of PP and will not have any Suffocation Warnings
<input type="checkbox"/>	Missing other, please specify _____

PRODUCT DESCRIPTION	
SUPPLIER PRODUCT REF NUMBER	

4. Will the Instructions/warnings for production be exactly the same as this pre-production sample?:

<input type="checkbox"/>	Yes PPS sample instructions/warnings are exactly the same as production
<input type="checkbox"/>	No – please tick the appropriate box or boxes below
<input type="checkbox"/>	PPS sample is not correct, its missing all 22 required languages
<input type="checkbox"/>	PPS sample is not correct, its missing the languages listed in the box below:
<input type="checkbox"/>	Missing other, please specify _____

List missing languages here:

I confirm that all missing and incorrect details on this pre-production sample will be amended for the production of this item.

Signed: _____

Company Name: _____

Date: _____