



PO Requirements for Suppliers

TRU FORM

Supplier and Tru-Form Plastics agree as follows:

By accepting the Purchase Order, the supplier accepts the following requirements where identified on the Purchase Order:

1. This Right of Entry includes Tru-Form, customers, and regulatory authorities. Such visits and review by our customers are performed with the knowledge of, and jointly with Tru Form.
2. The identification and revision status of specifications, drawings, process requirements, inspection/verification instructions and other relevant technical data
3. Certifications of Compliance are required.
4. Tru Form supplied blueprints or tooling must be returned at the request of Tru Form.
5. Fragile – Handle with Care. No nicks, dings, or scratches are allowed.
6. The information provided is proprietary. It is unlawful to use proprietary information, data, or tools for any purpose other than the performance of your contract/purchase order with Tru Form.
7. SPC data required for part shipment if noted on the purchase order.
8. Tru Form “1st Article Inspection” required on all operations if noted on purchase order.
9. Shipper must note any discrepancies on product, process, or quantities.
10. Only Tru Form, and its customer’s approved sources may be used.
11. No deviations or substitutions from the purchase order instructions without written approval from Tru Form.
12. All supplier process quality records generated per a Tru-Form purchase order will be retained by the supplier for a period of ten (10) years and prior to disposition of records supplier must notify Tru-Form for option to return records to Tru-Form.
13. If applicable, Supplier must maintain a Quality and Calibration system equivalent to know international standards. Supplier must notify Tru Form if approvals lapse or change prior to performing this contract/purchase order.
14. Supplier shall notify Tru-Form of nonconforming product
 - a. Obtain approval for nonconforming product disposition
 - b. Notify Tru-Form of changes in product and/or processes of suppliers, changes of manufacturing facility location
 - c. Flow down to suppliers applicable nonconformance
15. Suppliers shall assure that all products provided to TFP are genuine and no counterfeit product shall be used or shipped. Seller shall notify TFP immediately if seller suspects or is aware, they have furnished counterfeit goods and promptly replace the counterfeit parts with genuine parts. Supplying counterfeit goods to TFP will hold the seller responsible for all costs associated with the replacement of said counterfeit parts.
16. Supplier ensuring that employees are aware of their contribution to product or service conformity; their contribution to product safety; the importance of ethical behavior.
17. Notify Tru-Form of changes to processes, products, or services, including changes of their external providers or location of manufacture, and obtain Tru-Form’s approval
18. Flow down to suppliers the applicable Tru-Form requirements