

INDUSTRIAL SOURCING CHECKLIST

A clearer brief means faster, more accurate manufacturer quotations.

01 PRODUCT REQUIREMENTS

- ☐ Product name, model or part number
- ☐ Technical drawing, datasheet or reference photo
- ☐ Material, dimensions, pressure, flow or performance requirements
- ☐ Required standards or certifications (ISO, CE, API or other)

02 ORDER DETAILS

- ☐ Quantity required and expected repeat volume
- ☐ Target price or working budget, if available
- ☐ Required delivery date
- ☐ Destination country, city and preferred shipping terms

03 QUALITY AND VERIFICATION

- ☐ Inspection criteria and approved sample requirements
- ☐ Packaging, marking and documentation requirements
- ☐ Photo/video verification or pre-shipment inspection needs

04 SEND YOUR BRIEF

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