

**Procedure: Fill out load tag completely and legibly.**

**Attaching this load tag to a load indicates:**

- ✓ Product has passed the required inspections
- ✓ Product conforms to customer specifications
- ✓ Product is ready for release to the next operation

**Quality Policy:**

Meet/Exceed expectations  
& continuously improve

**Quality Objectives:**

Reduce rework & meet deadlines

# OUTSIDE VENDOR LOAD TAG



JOB # \_\_\_\_\_

FINAL MAIL/  
SHIP DATE: \_\_\_\_\_

OUTSIDE VENDOR: \_\_\_\_\_

CUSTOMER: \_\_\_\_\_

FORM: \_\_\_\_\_

QUANTITY: \_\_\_\_\_

THIS LOAD CAME OFF THE PRESS ON DATE: \_\_\_\_\_

AT: \_\_\_\_\_ : \_\_\_\_\_ AM

\_\_\_\_\_ : \_\_\_\_\_ PM

OPERATOR: \_\_\_\_\_