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

INTERNAL LOAD TAG

✦ ENPOINTE℠

JOB # _____

FINAL MAIL/ SHIP DATE: _____

CUSTOMER: _____

DESCRIPTION: _____

VERSIONS/ITEM NO.: _____

QUANTITY: _____

FULL CARTON QUANTITY: _____ **PARTIAL CARTON QUANTITY:** _____

CARTONS PER SKID: _____ **SKID#** _____ **OF** _____

NEXT ENPOINTE LOCATION:

BP-6845	BP-6905	BP-169
☐ Lettershop ☐ Collator ☐ Cutter ☐ Fuego ☐ Folder ☐ Die Cutter ☐ Stitcher ☐ Other _____	☐ Perfect Binder ☐ Hand Bindery ☐ Cutter ☐ Folder ☐ Stitcher ☐ Other _____	☐ Kitting ☐ Inventory ☐ Shrink Wrapper ☐ Drill ☐ Other _____

OPERATOR: _____ **DATE:** _____