

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

LETTERSHOP/DP
LOAD TAG



JOB # _____ FINAL MAIL/
SHIP DATE: _____

CLIENT: _____

DROP #: _____

CELL: _____

SORT: FCM		Basic	Stamp _____	BC	NON OCR		
			Meter _____				
STD	Presort	Indicia	CR	RTS	BC	CR	RTS

QUANTITY: _____				
SACK	2FM	1FM	TUB	2FE

OPERATOR/
SORTER: _____ DATE: _____