

**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  
SAMPLES**



**JOB #** \_\_\_\_\_ **FINAL MAIL/  
SHIP DATE:** \_\_\_\_\_

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

**DESCRIPTION:** \_\_\_\_\_

**CELL:** \_\_\_\_\_

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

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