Sample Guideline

Sample Guideline

How to make samples

Column 1	Column 2
Text 1	Text 2
To highlight	**To highlight**

A color block 1

Text

comment

A color block 2

Text

comment

Hello
adsfsdfasdf
commentasdfasdf

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Sparkasse Bremen

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IBAN: DE66 2905 0101 0083 7898 75
BIC: SBREDE22XXX

Title

Details

Option 1	Option 2	Option 3
point 1	point 1	point 1
point 2	point 2	point 2
point 3	point 3	point 3
point 4	point 4	point 4
Footer	Footer	Footer

Title
Text
comment

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Guidelines for Sample Checklist

1. 气泡图 [Bubble Drawing]

- Make a clear copy of the drawing and mark each inspection item clearly with numbered stamps (bubbles).
- Ensure all dimensional items, material specifications, additional drawing requirements, and weight are distinctly marked.

2. 检验报告 [Inspection Report]

- Clearly include the following information:
  - Purchase Order (PO) Number
  - Part Name
  - Drawing Number
  - Weight of the part (weigh actual sample)
  - Number each sample clearly to align with recorded inspection data.
- Evaluate each inspection item clearly using "i.O." (OK) or "n.i.O." (Not OK).
- For multi-cavity molds, inspect and record data separately for each cavity.

3. 材料报告 [Material Report]

For Steel/Aluminum:

- Provide a clearly readable scanned Raw Material Certificate.
- Certificate must have the supplier's quality inspection stamp and PO number clearly marked.
- Confirm specific requirements from the drawing such as heat treatment or surface finish.
- Conduct hardness testing at an appropriate location on the actual component to verify material identity.

For Plastics:

- Include a clearly readable Raw Material Certificate.

4. 样品 [Samples]

- Attach the measured samples directly to the initial sample inspection report.
- Clearly label each sample with numbers that exactly match the numbers in the inspection report.
- Ensure sample identification is accurate, consistent, and traceable to the inspection documentation.

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