



# Supplier Process Change Request

Submit to Supplier Quality Engineer

<b>Supplier Use</b>	<b>Supplier Name:</b>			<b>Date:</b>		
	<b>Supplier Contact:</b>			<b>Purchase Order #</b>		
	<b>Part #</b>	<b>Rev:</b>	<b>Part Name:</b>			
	<b>1</b>	<b>CHANGE REQUESTED</b>				
	Describe Change Requested:					
	Reason for Change:					
	Proposed Time Frame for Implementation (Date):					
	Part Qualification Information Required:					
	Additional Requirements:					
	Will this change result in a price change? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide details					

<b>TEAM Use</b>		
<b>2</b>	<b>CHANGE REVIEWED BY TEAM INDUSTRIES</b>	
Will TEAM's Customer require a change as a result of this issue? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Will Supplier's request require a Process Change Request? <input type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Signature</b>	<b>Approve / Reject</b>	<b>Date</b>
<b>Engineering</b>		
<b>Quality</b>		
<b>Purchasing</b>		
<b>Production (Machining or Assembly as required)</b>		
<b>Comments:</b>		

The above personnel must approve the Change Request **before** Supplier is given authorization.  
 A rejection will result in denial of the Change Request.  
 An approved Change Request does not allow the Supplier to ship product to the change until it is quoted and the Purchase Order is changed.