

**MEYERS RETAIL MARKETING SOLUTIONS
FIRST ARTICLE OF INSPECTION REPORT**

A First Article of Inspection is required for all outsourced printed and/or manufactured parts.

The first article pieces must be identified and this document must be attached to incoming product to Meyers.

Suppliers must perform a First Article of Inspection and follow Meyers Attributes list supplied.

The First Article pieces must be identified and this document must be included with first shipment and e-mailed to the PO originator.

FORM # _____ OF _____

PERSON COMPLETING F.A.I.			
DATE:		Requested by:	
Supplier Name:		Signature:	
Purchase Order:		Design Spec and date (if applicable):	
Job# (listed on PO):		First Article Approved:	Yes No
Meyer's Purchasing Agent:			
Supplier Approval:	(signature of employee doing the FAI)		

All questions must be directed to Meyer's Purchasing Agent