



MEANS ENGINEERING, INC.

Means Engineering, Inc.
Purchasing Department

Ret. Copy Exact Notification
Date 2017-03-01
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Change Notification – 365 Days Advance Notification for Copy Exact Requirements

Dear Supply Chain Partners,

We are committed to ensure that products and equipment supplied to our customers comply with their specifications as part of the 'Copy Exact' requirements.

As a supply chain partner for components to Means Engineering, Inc. (MEI), we are asking you to support and provide to us **365 days advance notice** on any changes with regards to the components you are supplying.

The change could be related to design changes, changes in raw materials or processes. Most importantly, we would need to know if there are any components that are going to be obsolete or end-of-life in the coming one year.

Upon receipt of this notification, please sign in the space below and return to MEI to serve as an acknowledgement that you have understood our requirements and that you will similarly adopt an EOL process with your supply base.

We thank you for your attention and support to actively manage potential EOL Component.

Sincerely yours,

Tim Hetrick

Tim Hetrick
General Manager
Means Engineering, Inc.

Acknowledged By:

Print Name

Signature

Company