PACKAGE MARKING INSTRUCTIONS (Variable)

Mark all shipping containers:

"ATTENTION: RECEIVING DEPARTMENT
PURCHASE CONTRACT NUMBER(S) ___________________

Enclose a packing sheet for each purchase contract including certifications and test reports when required. Packing list must reference purchase contract number and purchase contract line items numbers. In addition, the packing list must reference all part numbers as identified on the purchase contract.

Bill of lading or airbills must reference the purchase contract number.

When consolidating multiple purchase contracts in the same shipping container, each separate order must be packaged individually and identified with a purchase contract number. In multiple order shipments, the outside shipping container/must display all purchase contract numbers.