

Midmark Corporation
60 Vista Dr.
Versailles, OH 45380
937.526.3662
midmark.com

To: All Midmark Production Suppliers
From: Ryan Tyler, Global Sourcing Director
Re: Incoming material label and packaging requirements

Midmark has label and packaging requirements for all incoming material shipments. Please be advised of the minimum expectations listed below.

Packing Slips:

- No staples
- Supplier Information (name, address, phone number)
- Midmark purchase order and release, if applicable, and line item number being shipped
- Midmark part number
- Description of part
- Midmark quantity ordered, quantity delivered, quantity backordered
- Serial numbers/lot numbers (if applicable)
- Date shipped

Labels:

- Located on outside of EACH shipping container. Minimally, identify number of shipping containers (i.e. 1 of 2, 2 of 2)
- Supplier name on outside of all shipping containers
- Midmark purchase order number
- All shipping containers labeled with Midmark part numbers and shipped quantity (for single items)
- Multiple parts in one shipping container (all components must be labeled with part number and shipped quantity on outside of individual packaging)
- Bar coding is NOT a current expectation, but is preferred and will be a requirement in the future

General:

- All individual part numbers need to be individually packaged.
- All drop shipped product must be identified with Midmark's purchase order number
- No packaging peanuts
- Pallets in good condition (no broken boards) with an underside stop board
- Box weight not to exceed 40 lbs.
- Preferred pallet footprint - 4' x 4' with a product stack height no higher than 4'

If you have questions or concerns, please contact the Operations Buyers identified on the Purchase Order. I appreciate your support to meet these expectations.

Designing better care.®

Ryan Tyler
Director, Global Sourcing
Midmark Corporation

Midmark Corporation 60 Vista Dr. Versailles, OH 45380 937.526.3662 midmark.com