

MATERIAL CERTIFICATIONS



When required, PAR Systems will request one of the following types of certification reports with the purchased part. Certification requirements are defined for each line item on PAR Systems' purchase order. Certifications must be legible and suitable for scanning or photocopying.

TYPE 1

Certified Test Reports, Manufacturer: Type 1 reports shall be originals or copies of reports from the producing mill, foundry, etc. The reports shall include the material heat or lot number and shall include the actual results of all tests performed on that specific heat lot as required by the applicable material specification (e.g., ASME, ASTM, SAE).

TYPE 2

Certified Test Reports, Supplier: Type 2 reports shall include the same data as Type 1 reports. However, these reports may be initiated by the material supplier based on data from the material manufacturer and may be furnished on the Supplier's standard format of letterhead. Reports shall include the name and address of the material manufacturer.

TYPE 3

Certificate of Conformance: Certificate of Conformance shall include a statement, which certifies that all materials furnished comply with the requirements of the applicable purchase order, specification, and drawing.

TYPE 4

Other: This certificate would give specific requirements referenced in the purchase order, such as shelf life and cure date for rubber products, or load test results. The purchase order shall identify what the supplier shall certify.

		PaR Systems, Inc. 707 County Road E West Shoreview, MN 55126-7007 Tel: 1.651.484.7261 Fax: 1.651.483.2689	
CERTIFICATION COVER SHEET			
Supplier Name:			
Purchase Order No.:		Packing List No.:	
Item No.:		Part No.:	
Quantity Shipped:		Ship Date:	
PaR Project Number:		Supplier Project No.:	
The undersigned certifies that all materials furnished comply with the requirements of the applicable purchase order, specification, and drawing.			
Material Specs	Type	Heat	
Filler Metal			
Material Specs	Type	Heat	
Other Processes:			
SUPPLIER APPROVAL:			
_____		_____	

Always submit certification reports as follows:

1. Complete PAR's Certification Cover Sheet or supplier equivalent.
2. Attach the actual certification type requested in the P.O. for Types 1, 2, and 4.
3. Certification shall be signed by a person responsible for the quality assurance of the product.
4. Place in an envelope that clearly states PAR Cert Reports.
5. Cert Reports are part of your company's deliverable and must be submitted with the part when delivered to PAR.

Rev. 11/2011