**Supplier Change Request**

**Supplier**

|  |  |  |  |
| --- | --- | --- | --- |
| **Supplier Name** |  | **E-mail** |  |
| **Issuer Name** |  |  |  |
| **Phone/Fax No.** |  | **Date** |  |

|  |  |
| --- | --- |
| **Phase** | [ ]  ***Development phase*** [ ]  **S*eries phase*** |
| **Concerned parts** |  |
| ***(ZKW part number)*** |  |
|  |  |

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| --- |
| **Description of change (in detail)** |
|  |
| [ ]  **Enclosures** |  |
| **Reason for change** |
|  | [ ]  **commercial** |
|  | [ ]  **technical** |
|  | [ ]  **quality** |
| **Verification of change *(verification plan – DVP&R)*** |
|  |
| [ ]  **Enclosures** |  |

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| --- |
| ***Schedule*** |
| **Processing time** |  |

|  |
| --- |
| **Cost impact** |
| [ ]  **Enclosures** |  |

**ZKW**

|  |  |
| --- | --- |
| **Decision ZKW / change is** | **checked by / on** |
| **accepted** | [ ]  |  |
| **accepted with requirements** | [ ]  |  |
| **refused** | [ ]  |  |
| **Remarks (reason in case of refuse)** |
|  |

|  |  |
| --- | --- |
| **Information to ZKW after change by** | [ ]  **part history** [ ]  **sign of packaging**  [ ]  **pers. information to:\_\_\_\_\_\_\_\_\_\_** |
| **Sampling to ZKW according to** | [ ]  **PPF** [ ]  **PPAP level:\_\_\_\_\_\_\_\_\_\_\_** |