





# Supplier Label Evaluation Form

(Used by retailers and distributors)

Based on PIDA Guidelines

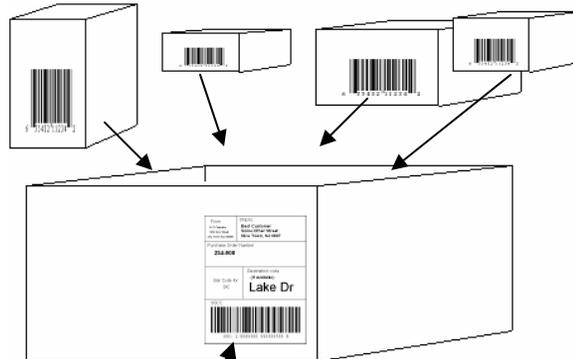
<http://www.insightu.org/petind/vital.htm>

The samples below show the PIDA guidelines requirements. More details are available at <http://www.insightu.org/petind/>  
**The form on page two of this document is used to evaluate the labeling compliance of your suppliers.**

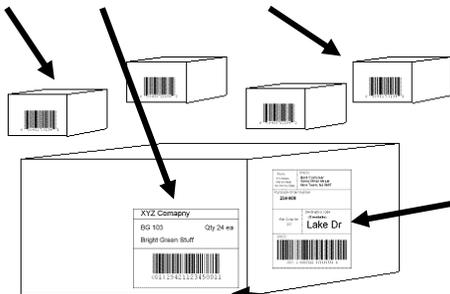
About the bar codes (symbology):

1. The 12 digit U.P.C. (symbol) should never be displayed on a shipping carton unless the carton is, in fact, the lowest unit of sale (quantity one) that would be purchased by a customer at the point of sale.
2. Product identification on cartons must contain the 14 digit global trade item number (GTIN) in either the 14 Digit ITF (interleaved two of five) symbol or the 14 digit Code 128 symbol. The reason for the two different symbols is that the ITF is designed to be printed directly on cardboard and the 128 is to be printed on labels.

Different *items*, with different U.P.C. or multipacks carrying SCC 14 (GTIN) label, go into a shipping carton.



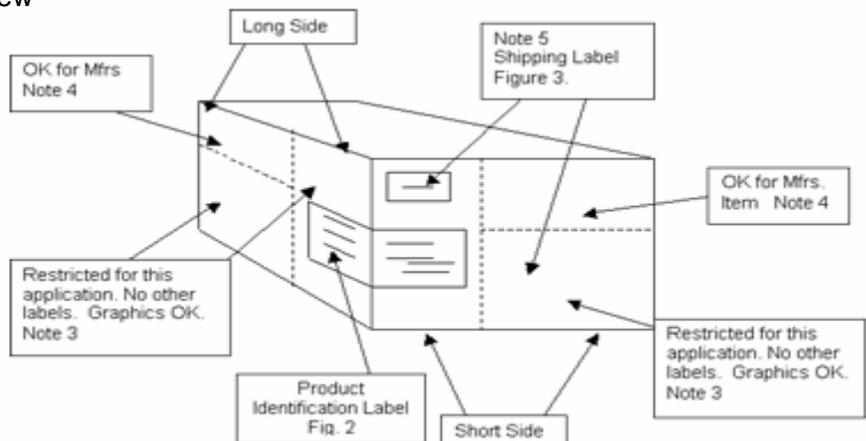
Multipack cartons of identical product carry the SCC 14 (GTIN) Product ID Label, *never* a U.P.C.



Shipping carton must carry a *shipment label*. Shipments can be mixed items (above) or A standard multipack (left). Multipack will carry the shipping and GTIN product label.

## Label Location

Below right is an example of the layout contained in the guidelines. Please review the guidelines for details.



Please note the problem areas that we have found:

### Shipping Label

R = Required  
O = Optional

From Company Name Address (8 to 12 point)	Ship to: Company Name Address (12 to 14 point)
Purchase Order Number (8 to 12 point)	Destination code (if available) <b>Lake Dr</b> (36 point min.)
Bar Code for DC	SSCC  (00) 1 0065300 55555555 8

Supplier Company \_\_\_\_\_

Date \_\_\_\_\_ Audited by: \_\_\_\_\_

Contact : \_\_\_\_\_

**U.P.C. Lowest unit**  
of sale

Little Tiny Stuff  
CAT Nbr 908098098  
  
0 12345 67890 5

No Name Company	Qty. 12 ea
BG 103 Bright Green Stuff	
 (01)19421123450011	

Multi-pack

Quantity 12

1

Different Packaging level (pack 1, 2, 3, etc.) having a different quantity of identical product.  
**NOTE: Third position in the bar code changes. Example "1" level 1 "2" level 2**

Master Carton

Quantity 144

No Name Company	Qty. 144 ea
BG 103 Bright Green Stuff	
 (01)19421123450011	

2

Comments:

# Problem Report Form

(Used to report problems to a supplier)

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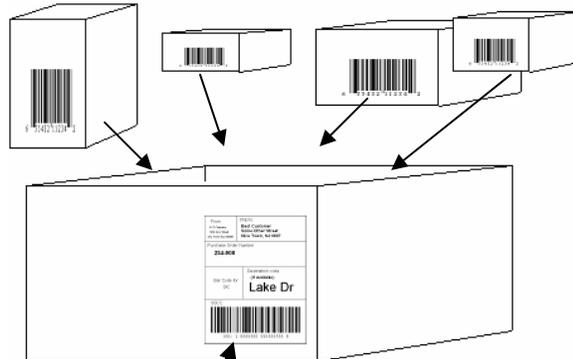
<http://www.insightu.org/petind/>

The form on page two of this document shows problem areas.

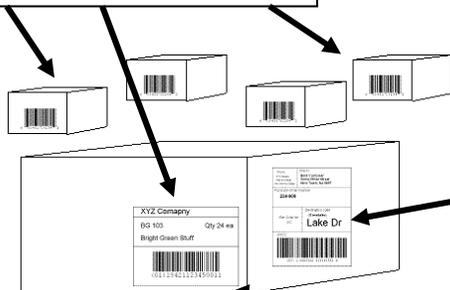
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