



Port2Port, LLC

901 SOUTH MOPAC EXPRESSWAY, BARTON OAKS PLAZA ONE, SUITE 300
AUSTIN, TEXAS 78746
(512)329-1950 • www.texaschinap2p.com
fax 866-757-3677

To understand your request and to enable us to approach prospective suppliers with your requirements, we need some **basic information** about the product that you want to source:

REQUEST FORM	Date:	
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YOUR COMPANY INFORMATION

Company Name:			
Contact Name:			
Title:			
Address:			
City:			
State:		Zip:	
Phone:		Fax:	
E-mail:		Website	
Are you currently sourcing from China? :			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

PRODUCT INFORMATION

Please provide as much technical information as you can about the product to be sourced. The more details you can provide, the more accurate we can be with our recommendations

Product Name:			
Description:			
Materials:			
Product dimensions:			
Product Weight/pc:			
Packaging requirements:			
Other technical information:			
Samples/drawings/photos available? :			
Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

Please note any additional details on a separate sheet and fax this form to 866-757-3677



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Volume

Knowing the approximate planned order numbers (per order, per month or per year) is important for supplier capacity considerations, as well as pre-negotiation inputs. If you cannot provide order numbers at this time, please give us two or three scale estimates for which you would like to have the quotes.

Quantity (for each size, color, etc) :			
Frequency of above quantity:			
Monthly	<input type="checkbox"/>	Quarterly	<input type="checkbox"/>
		Annually	<input type="checkbox"/>

Pricing

Current price/piece:			
Target price/piece:			
Target pricing type needed (select one) :			
FOB	<input type="checkbox"/>	Port of Exit:	
CIF	<input type="checkbox"/>	Port of Entry:	

Time Scale

Do you have expectations in terms of specific delivery times or lead-times? Is your product requirement current or are you making an exploratory approach?

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Project Scope

How much involvement do you require from us? We can participate in as much or as little as you require, from simple supplier contact identification to full supply chain management, it's up to you! For the details of services we offer, please visit our website <http://texaschinap2p.com/Port2PortServices.aspx>

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