



## Supplier Quality Notes

Revision: A

Date Issued 08/30/2022

- \*\*Q1\*\*** The supplier shall retain on file evidence of conformance in English which shall be made available to Lee Aerospace on request. By shipping the product to Lee Aerospace, the supplier confirms and represents that the product meets all applicable requirements.
- \*\*Q2\*\*** A statement of conformity (CofC) is required on each shipment signed by the person responsible for quality control and shall indicate PO number, part number, quantity, and applicable specifications.
- \*\*Q3\*\*** Lee Aerospace's *SQM1002 Supplier Quality Manual* is applicable to this purchase order. The supplier is responsible for ensuring compliance with the latest revision of the *SQM1002 Supplier Quality Manual*, which can be found on the Lee Aerospace website at [www.leeaerospace.com](http://www.leeaerospace.com).
- \*\*Q4\*\*** Supplier shall ensure that upon delivery to Lee Aerospace all materials have at a minimum 75% of their shelf life remaining.
- \*\*Q5\*\*** Supplier understands that evaluations (ranking), customer flowdown requirements, documents, corrective/preventive actions, nonconformances and other correspondence may be flowed down by Lee Aerospace through the supplier portal via QT9 software. Login information will be sent to a supplier representative. It is the responsibility of the supplier to inform Lee Aerospace of the email address that best supports these activities. This portal is available here:  
<https://leeaerospace.qt9app1.com/Suppliers/SupplierLogin.aspx>