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|---|--|-------------------|
| Company | <u>Change / Deviation Request</u> | ID number: |
|  | | |

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| | | | | | |
|---|---|--------------------------|--------------------------|---------------------------------|---------------------------------|
| Supplier | Part description | | Date | | |
| | Drawing Number | | Project | | |
| | Part Number | | Revision | | |
| | To | | From | | |
| | Name | | Name | | |
| | Department | | Department | | |
| | Phone | | Phone | | |
| | e-mail: | | e-mail: | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | Construction Deviation | Process Change | Drawing Change | Process/Tooling Transfer | Material/Supplier Change |
| | Subject: | | | | |
| | Period | | Quantity | | Batch-No. |
| | Detailed description of the Change / Deviation request; defect percentage: | | | | |
| | Dear customer, we would like to introduce following change: | | | | |
| | Enclosures | | | | |
| Reasons for Change/ Deviation; corrective actions to prevent deliveries defects in future: | | | | | |
| | | | | | |
| Name | Department | Signature | Date | | |

| | | | | |
|-----------------|---------------------------------|--------------------------------|--------------------------|--|
| Customer | Decision of the customer | | | |
| | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
| | Release | Release with conditions | Refusal | |
| | Comment | | | |
| | | | | |
| Name | Department | Signature | Date | |

| | | |
|---|--|-------------------|
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|  | | |

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Enclosures: