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| REQUESTOR: |       | SUPPLIER: |       | DATE SUBMITTED: |       |
| PRIORITY: [ ] Urgent [ ] High [x] Normal [ ] Low |
| SUPPLIER KEY CONTACTS: |
| NAME: | ROLE: | PHONE #: | EMAIL: |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

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| --- |
| PRODUCT DETAILS: |
| PART NUMBER: | PROGRAM: | PART DESCRIPTION: |
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| REQUEST DETAILS: |
| TYPE OF CHANGE (Check all that apply) |
| [ ] Design/Drawing | 1. Any change to the fit-form-function of a part
2. Any material change
3. Any change that is outside of current print specification/tolerance
4. A part number revision would be required
5. New tool
 |
| [ ] Packaging | 1. Create/add packaging or WIP
2. Update Manufacturing BOM
 |
| [ ] Process | 1. Any change affecting an internal process, does not affect print
2. A part number revision would not be required
 |
| DESCRIPTION OF CHANGE:       |
| RISK DESCRIPTION (Include risk of implementing and not implementing):       |
| IMPLEMENTATION TARGET DATE:       | COST AFFECTED? [ ] Yes [ ] No | OTHER SUPPLIERS AFFECTED? [ ] Yes [ ] No |
| MATERIAL DISPOSITION:Running Change? [ ] Yes [ ] NoObsolescence? [ ] Yes [ ] NoReimbursable? [ ] Yes [ ] NoService Only? [ ] Yes [ ] NoInterchangeability? [ ] Yes [ ] No |

Submit request to JAC quality engineer, JAC supplier quality engineer, and JAC change manager.