

AOTCO Metal Finishing Company Inc.
11 Suburban Park Drive
Billerica MA 01821
Supplier General Terms and Conditions
(1/19/17)

AOTCO values the products and services received from our Suppliers. In order to ensure quality products and services, all Purchase Orders issued to you have the following terms and conditions:

1. Suppliers shall maintain a Quality Management System adequate to ensure that products and/or services will meet all specified requirements. All companies performing calibration services or material testing must maintain an ISO 17025, ISO 9001 or AS9100 registration.
2. Suppliers shall provide evidence, such as Test Reports or a Certificate of Compliance, that the order meets all referenced standards as well as applicable commercial or military standards.
3. Suppliers agree to notify AOTCO of changes in product, procedures process Suppliers, equipment and any significant changes to the facilities or organization that could impact this order.
4. Suppliers shall not subcontract any part of the order without the knowledge and approval of AOTCO's Buyer or Quality Assurance Manager.
5. HANDLING OF NONCONFORMANCES:
 - Suppliers must notify AOTCO of any nonconforming material
 - Any nonconformance's found by AOTCO will have a Corrective Action Report issued to you. CARs are to be answered in writing within 30 days and prior to payment.
 - Suppliers are responsible for all costs associated with Nonconformances
6. Any Source inspection shall be required by Purchase Order only. It shall not preclude subsequent rejection by AOTCO.
7. AOTCO, our customer and applicable regulatory agencies will have right of access to non-proprietary records which are related to the order.
8. Records of manufacturer, service and verifications related to this order shall be maintained for 5 years.
9. The above requirements shall be flowed down to subcontractors or suppliers as applicable.
10. Suppliers shall periodically review the above Terms and Conditions as these may be modified without additional notification.
11. Shelf life materials shall have 90% of its shelf life remaining.

Thank you.
Lynne M.Nason
Quality Assurance Manager
AOTCO Metal Finishing Company Inc.