



PACKAGING  
DISTRIBUTION  
RESOURCES



SHIPPING  
— BEAUTY LLC —

**Company name:** \_\_\_\_\_

**Brand name/s:** \_\_\_\_\_

**Expected Move in Date:** \_\_\_\_\_

**Inbound Characteristics:**

1. Initial move:

- a. How many SKU's do you have that will be moved to PDR?  
\_\_\_\_\_
- b. How many pallets would be stored? If the goods are not palletized, the square footage? \_\_\_\_\_
- c. Are there any storage requirements for components? If so, how many pallets?  
\_\_\_\_\_
- d. Are there any storage requirements for discontinued/damaged products? If so, how many pallets? \_\_\_\_\_

2. General Inbound:

- a. After the first move from your current warehouse, where will the inventory be shipped from? \_\_\_\_\_
- b. Will inbound shipments come palletized? \_\_\_\_\_
- c. What is the average volume of pallets and cases per inbound?  
\_\_\_\_\_
- d. What is the average weight per inbound? \_\_\_\_\_
- e. What is the average lines/SKUs per inbound? \_\_\_\_\_
- f. What is the average # of cases per pallet? \_\_\_\_\_
- g. What % of the loads are:
  - i. Mixed pallets? \_\_\_\_\_
  - ii. Palletized? \_\_\_\_\_
  - iii. Floor loaded? \_\_\_\_\_
  - iv. Slip-sheeted? \_\_\_\_\_

**Storage:**

- 1. What is the estimated square footage required? \_\_\_\_\_
- 2. How many line items/SKUs in inventory? \_\_\_\_\_
- 3. How many pallets in inventory per month? \_\_\_\_\_
- 4. What is the average case count per pallet? \_\_\_\_\_
- 5. How many total cases in inventory per month? \_\_\_\_\_



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6. What is the allowable stack height? \_\_\_\_\_
7. Does the product require temperature control? If yes, what is the degree range?  
\_\_\_\_\_
8. Is product hazardous? Y / N
  - a. If yes, does product have MSDS sheets? \_\_\_\_\_
9. Does product require lot control or serial number control? Y / N

### **Value Added Services:**

1. EDI
  - a. What are all the specific EDI communications requirements?  
\_\_\_\_\_
  - b. Please list all vendors that you conduct EDI transactions with?  
\_\_\_\_\_
2. Inventory Management
  - a. What are the stock rotation requirements? \_\_\_\_\_
  - b. How many physical inventories are required per year? \_\_\_\_\_
  - c. What are the cycle count requirements?  
\_\_\_\_\_
3. Other
  - a. Is returns processing required? Y / N
  - b. Is QC inspection required? \_\_\_\_\_
  - c. Is kitting required? Y / N
    - i. If yes, please describe. \_\_\_\_\_
  - d. Would you require integration between your accounting software and ours? Y / N
    - i. If so, which software do you currently use?  
\_\_\_\_\_
  - e. Would you need access to our system to look at your inventory, sales etc.? Y / N
    - i. If so, how many people would need access at the same time?  
\_\_\_\_\_

### **Outbound / Shipping:**



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1. Please tell us who you ship to? Retailers, etc.  
\_\_\_\_\_
2. Do you have web sales? Y / N
3. How do you receive orders? EDI, email etc.  
\_\_\_\_\_
4. What % of orders are received by the following methods:
  - a. EDI? \_\_\_\_\_
  - b. Phone? \_\_\_\_\_
  - c. Email? \_\_\_\_\_
  - d. Other? \_\_\_\_\_
5. What is the average volume of pallets/cases/lines/eaches per shipment?  
\_\_\_\_\_
6. What is the average annual # of shipments/orders?  
\_\_\_\_\_
7. What is the annual # of:
  - a. Pallets shipped? \_\_\_\_\_
  - b. Cases shipped as cases? \_\_\_\_\_
  - c. Units shipped as cases? \_\_\_\_\_
8. What is the average per order value?  
\_\_\_\_\_
9. What % of orders are picked by the following methods:
  - a. Pallet? \_\_\_\_\_
  - b. Case? \_\_\_\_\_
  - c. Each? \_\_\_\_\_
  - d. Other? \_\_\_\_\_
10. What percent of shipments are:
  - a. Truck? \_\_\_\_\_
  - b. LTL? \_\_\_\_\_
  - c. Small parcel? \_\_\_\_\_
  - i. Who is your preferred carrier? \_\_\_\_\_
11. What % of orders are required to ship:
  - a. Same-day? \_\_\_\_\_
  - b. Next day? \_\_\_\_\_
  - c. Future date? \_\_\_\_\_
12. Do you require any specialty packaging materials? Y / N
  - a. If yes, please list all specialty packing materials required and whether you will provide any or all of these materials.  
\_\_\_\_\_  
\_\_\_\_\_
13. What are your projected sales for the next three years \_\_\_\_\_



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**Additional Information:**

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