

Pre-shipment inspection report

Report no.	VT-QC-SAMPLE-01
Product	Carbon fibre telescopic cleaning pole, 12 m (example)
Order quantity	500 units · 50 cartons
Inspection type	Pre-shipment inspection (PSI)
Standard	ISO 2859-1, general level II, single sampling
Sample size	50 units (code letter H)
Location	Supplier warehouse, Zhejiang (example)
Date	—

RESULT

PASSED

Goods can be released for shipment. One major and three minor defects found, all within the agreed AQL limits.

AQL

DEFECT TYPE	AQL	ACCEPT / REJECT	FOUND	STATUS
Critical	0	0 / 1	0	Pass
Major	2.5	3 / 4	1	Pass
Minor	4.0	5 / 6	3	Pass

Checklist

CHECK	REQUIREMENT	RESULT
Quantity	500 units, 50 cartons of 10	Conform
Shipping marks	Per buyer's artwork, both sides of carton	Conform
Carton drop test	1 carton, 10 drops (ISTA 1A style)	Conform
Appearance vs approved sample	Colour, finish, logo print	1 major, 2 minor
Extension & locking	All sections extend and lock, 10 cycles	Conform
Water flow	No leak at hose connector, 3 bar	1 minor
Labelling	Product label, warnings, barcode EAN-13	Conform

Measurements (5 units)

DIMENSION	SPEC	TOLERANCE	MIN	MAX	RESULT
Extended length	12.00 m	± 2 %	11.93 m	12.05 m	OK
Collapsed length	1.85 m	± 1 cm	1.847 m	1.856 m	OK
Weight	2.10 kg	± 5 %	2.06 kg	2.14 kg	OK
Base tube Ø	38 mm	± 0.5 mm	37.8 mm	38.2 mm	OK

Defects found

#	DESCRIPTION	CLASS	QTY
1	Visible scratch on second section, > 10 mm	Major	1
2	Logo print slightly off-centre (< 2 mm)	Minor	2
3	Drip at hose connector under 3 bar, stops after tightening	Minor	1

Photos



Inspection area



Measurement



Packed cartons

Illustrative photos. A real report includes 30 to 80 dated photos of the actual goods.

Inspector's recommendations

- Supplier to rework the scratched unit and replace it before loading.
- Ask the supplier to add a tightening check on hose connectors to its final QC.
- Logo position acceptable; tighten the print jig for the next order.

This is a sample document created by Vitalic Trading to show the format of its inspection reports. Product, supplier and figures are fictitious.