CONTAINER LABEL REQUIREMENTS

This document defines the minimum requirements for labels on containers received at any Chief Enterprises, Inc. location.

Size and Construction:
Label is 3" x 1" on silver / white paper with adhesive back typical; other types must be approved. Approximate metric equivalent acceptable. Label layout with 6 fields as shown in the example.

Text and Printing:
All text, barcodes, and graphics printed in black. Minimum sizes are defined for specific fields. All human-readable text in CAPS, with exceptions allowed for clarity (example: M10x25 instead of M10X25).

Barcodes:
Code 39 or Code 128 for barcodes. Other formats must be submitted for approval. Minimum height 1/2". Minimum quiet zone (left & right of barcodes) 1/4". Minimum clear space top & bottom 1/16". No data-identifying characters allowed (such as 'Q' for Quantity).

Specific Field Requirements:

PART NUMBER	Use Chief Enterprises' Part Number Human-readable minimum height 1/4" Barcode placed below, human-readable
DESCRIPTION	Human-readable minimum height 1/4"
QUANTITY	Human-readable minimum height 1/4" Barcode placed below, human-readable Separators such as commas or periods are not allowed
ORDER	Use Chief Enterprises' Purchase Order Number Human-readable minimum height 1/4" Barcode placed below, human-readable
SUPPLIER	Human-readable minimum height 1/8"
SHIP DATE	Human-readable minimum height 1/8" Day, month, year must be unambiguous 4-digit year is preferred, but not required

Allowed   Not Allowed

01AUG08   01/08/08
AUGUST 1, 2008   08/01/08
01-AUGUST-2008   2008-08-01

Field Labels:
Minimum height 1/16".

Example:

PART NUMBER	1234567890
DESCRIPTION	SCREW, M10x25

QUANTITY 5000	ORDER CX023
SUPPLIER ABC COMPANY	SHIP DATE 01-AUG-2008