



5300B Fulton Industrial Blvd.
Atlanta, Georgia 30336

April 26, 2024

To: Supplier Representative

Subject: Acknowledgement – SOP-061, Revision 05 - Supplier Quality Requirements

The subject document describes Clayens Atlanta’s quality requirements for suppliers.

Your acknowledgment of receipt and acceptance of this document is required within 30 days from the date on this letter. If you cannot perform this acknowledgment within the period required, notify Clayens by e-Mail or Fax per the contact information at the bottom of this letter. This acknowledgment is required for you to become an approved supplier and/or to remain on Clayens Atlanta’s Approved Suppliers List. This document was developed to foster positive supplier relationships and to strengthen the quality system.

If you have any exceptions, questions or concerns regarding your ability to comply with these requirements, our Supply Chain and Quality Team are willing to work with you on a resolution.

Your company is in compliance to SOP-061, Revision 05 requirements: Yes No

Your company is in compliance to SOP-061, Revision 05 requirements with exceptions: Yes No

(Note: Attach document or email listing exceptions)

Please print clearly:

Company Name: _____

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

Please E-Mail or Fax to:

Sergio Soto, Quality Manager
E-Mail: sergio.soto@clayens.com
Phone: 404-344-2006, Ext. 8251
Fax: 404-346-8256