

Specification Sheet

Use this to summarize information obtained from suppliers on the critical components of the buying transaction.

Farm Name: _____ Contact Name: _____

Supplier Name: _____ Phone: _____

Address: _____ Date: _____

Critical Components	Notes
Product Performance	
Product Price	
Quantity or Volume Discount	
Delivery Time and Conditions	
Technical Documentation	
Local Contact	
Application Services	
Financing Terms	
Warranty	
Complaint Response Time	
Technical Support	
Information Services	