

COURT HOUSE GROCERIES

PRODUCT SPECIFICATION SHEET (SPEC SHEET)

I. MANUFACTURER & ADMINISTRATIVE IDENTITY

Explanation: This section establishes the legal and contact framework for the vendor. Accurate data here ensures that the Court House Groceries procurement department can verify federal compliance and trade status.

Benefit: Fast-tracks vendor approval and establishes a direct line for quality control and recall protocols.

COMPANY NAME

TAX ID / DUNS NUMBER

MANUFACTURING FACILITY ADDRESS

PRIMARY CONTACT NAME

CONTACT PHONE/EMAIL

II. PRODUCT CORE INFORMATION

Explanation: Defines the specific commercial identity and intended use of the product within the grocery ecosystem. Precise nomenclature helps in inventory categorization and shelf-space planning.

Benefit: Minimizes merchandising errors and ensures your product is listed correctly in the digital warehouse system.

PRODUCT NAME (FULL COMMERCIAL TITLE)

UPC / BARCODE NUMBER

BRAND OWNER

COUNTRY OF ORIGIN

PRODUCT CLASSIFICATION (E.G., PERISHABLE, DRY GOODS)

COURT HOUSE GROCERIES

INGREDIENTS & CHEMICAL ANALYSIS

III. DETAILED INGREDIENT MATRIX

Explanation: A "Deep Dive" into every component of the product. Vendors must list all ingredients in descending order of weight, including sub-components and processing aids.
Benefit: Ensures 100% transparency for health-conscious consumers and satisfies all FDA labeling mandates.

INGREDIENT LIST (SEPARATE BY COMMA, INCLUDING PERCENTAGES WHERE APPLICABLE)

IV. ALLERGEN DISCLOSURE & RISK MANAGEMENT

Explanation: This critical safety section identifies the presence of the "Big 9" allergens. It also requires disclosure of shared equipment risks (cross-contamination).
Benefit: Major liability protection for both the vendor and the retailer, protecting consumers with severe food sensitivities.

- | | | |
|---|------------------------------------|----------------------------------|
| <input type="checkbox"/> Milk | <input type="checkbox"/> Eggs | <input type="checkbox"/> Fish |
| <input type="checkbox"/> Crustacean Shellfish | <input type="checkbox"/> Tree Nuts | <input type="checkbox"/> Peanuts |
| <input type="checkbox"/> Wheat | <input type="checkbox"/> Soybeans | <input type="checkbox"/> Sesame |

SHARED FACILITES / EQUIPMENT CROSS-CONTACT STATEMENT

COURT HOUSE GROCERIES

LOGISTICS, DIMENSIONS & SHELF LIFE

V. UNIT & CASE DIMENSIONS

Explanation: Precise physical metrics including height, width, depth, and weight (net/gross). This data is fed into "Planogram" software for shelf optimization.

Benefit: Ensures the product fits perfectly on shelves and in shipping containers, reducing physical waste and logistical overhead.

UNIT DIMENSIONS (H X W X D)

UNIT NET WEIGHT

CASE DIMENSIONS (H X W X D)

CASE PACK COUNT

VI. SHELF LIFE & STORAGE REQUIREMENTS

Explanation: Specifies the duration the product remains viable under specific conditions (Refrigerated, Frozen, Ambient). Note the Julian or Calendar date coding format used.

Benefit: Maximizes product freshness for the end-user and minimizes "shrink" (inventory loss) through efficient rotation.

TOTAL SHELF LIFE (FROM PRODUCTION)

MINIMUM LIFE ON DELIVERY (DAYS)

TEMPERATURE REQUIREMENTS (°F)

DATE CODE FORMAT (E.G., MM/DD/YYYY)

COURT HOUSE GROCERIES

CERTIFICATION & LEGAL ATTESTATION

VII. SPECIALIZED CERTIFICATIONS

Explanation: Records third-party verifications such as Organic, Non-GMO, Kosher, or Halal. Documents must be attached for verification.

Benefit: Allows for specialized marketing call-outs and increases product appeal to specific demographic segments.

- | | | |
|---|--|--------------------------------------|
| <input type="checkbox"/> USDA Organic | <input type="checkbox"/> Non-GMO Project | <input type="checkbox"/> Gluten Free |
| <input type="checkbox"/> Kosher Certified | <input type="checkbox"/> Halal Certified | <input type="checkbox"/> Fair Trade |

VIII. VENDOR WARRANTY & SIGNATURE

Explanation: This is the binding legal section. By signing, the vendor warrants that all information provided is accurate and that the product meets all federal food safety standards.

Benefit: Solidifies the legal trust between Court House Groceries and the Vendor, ensuring accountability and professional standards.

I, the undersigned, hereby certify that the physical and nutritional specifications provided in this four-page document are accurate and representative of the product being offered to Court House Groceries. I acknowledge that any substantial change to the manufacturing process or ingredient profile requires immediate notification and an updated specification sheet.

AUTHORIZED REPRESENTATIVE SIGNATURE

DATE

PRINTED NAME & JOB TITLE

COMPANY STAMP/SEAL