



Cost Summary Sheet

Supplier Complaint		Nr.:		Supplier:			Currency: EUR	
Bare PCB or components				Assembled units				
Amount (pc)	MN	Price/Piece	Summarized costs	Amount (pc)	MN	Assembled, AVO	Price/Piece	Summarized costs
			0,00					0,00
			0,00					0,00
			0,00					0,00
			0,00					0,00
			0,00					0,00
			0,00					0,00
			0,00					0,00
Sum:			0,00	Sum:			0,00	
Additional effort (mounting/demounting, sorting, reports, analyses, inspections, etc.)								
Hours	Description					Department	Costs/Hour	Summarized costs
								0,00
								0,00
								0,00
								0,00
								0,00
Sum:								0,00
Additional costs (special freight, line stop, etc)								
Item	Description					Department	Date	Costs
								0,00
								0,00
Sum:								0,00
<div style="border: 1px solid black; padding: 5px; display: inline-block;">Status: in work</div>				Total Costs: 0,00				
				Agreed and confirmed with supplier:				
				by:			Date:	
				Charged				
				by:			Date:	

We would like to point out, that the mentioned costs in this costs summary sheet may not contain all the costs to the complaint (e.g. the costs from our customer). If that should be the case, than the possible additional costs (e.g. from our customer) will be passed on to you on an later date (even if the complaint has been accepted and closed already).
Additionally if the currency is not in EUR, than amount of cost summary sheet can still be changed after supplier`s approval, according to

Template
Cost summary sheet for supplier complaints

the valid exchange rate.

Please be informed that after your cost confirmation you have the possibility to send a credit note, if credit note is not an option for you, than above amount will be deducted from the upcoming payment (it means Melecs will debit you with the above amount.)