

E-TekNet's

Assembly Kit Requirements

PLEASE MAKE SURE ALL BAGS OR TUBES ARE PROPERLY LABELED WITH YOUR DESIGNATORS AND TRUE QUANTITY SO WE CAN TELL WHAT THE PARTS ARE AND COMPARE THEM TO THE BOM FOR CHECKING IN PARTS. Failure to do so may result in extra charges for time and labor to re-kit.

1. A packing list/BOM is required for all kits, and must have the following information:
 - a. **EXACT** Manufacturer's Part # for each part
IMPORTANT NOTE: If your packing slip/BOM does not have the EXACT P/N that appears on the label of the parts, the package will be held by customs for an undetermined amount of time and fines may also be applied. If we are fined those charges will be passed on to you. So it is critical that your BOMs and packing slips are 100% accurate.
 - b. **Country of Origin (COO) for each and every part must be present on the BOM and packing slip.** If the COO is not accurate the package will be held by customs for an undetermined amount of time and fines may also be applied. If we are fined those charges will be passed on to you.
 - c. Manufacturer name for each part listed on your BOM/packing slip
 - d. EXACT Quantity supplied
 - e. Designator or Item# to match BOM
 - f. Description & Type of part (10% Capacitor, 1% Resistor, etc)
 - g. Assembly drawings and any necessary paperwork for proper assembly if applicable.

If any of this information is missing a re-kitting fee will apply. In addition, your package may be held in customs until this information is provided. Customs delays due to this missing information can be several weeks or months.

3. Components should have polarity marks if required to match with PCB reference designators.
4. All components should match their footprint pads on the PCB.

Special Note:

If you send too many extra parts we will add extra shipping cost to the quote to cover added weight and value going to fab and coming back; including covering the cost of customs import and export fee's.

5. Passive components (resistors, caps, diodes) of 150 pieces or less should have 10% overage. All other components should have minimum 1 or 10 % or more pieces, which ever is larger, supplied.
6. Passive components (resistors, caps, and diodes) of *more* than 150 pieces should have 5% overage. All other components should have minimum of 2 or 5% more pieces, which ever is larger, supplied.
7. IC chips, and like parts, should be sent in tubes or on reels. If you are sending cut tape, an additional quantity of aprox 5% will be required: IC chips on cut tape should be put on reels and not sent in bags.
8. No components will be shipped back to customer after assembly unless specified by customer and agreed upon by E-TekNet prior to assembly. Shipping and handling charges will apply.
9. Lead time on assembly orders starts when all components and documents are received in good order, and all questions related to assembly have been resolved.

10. PRODUCT LIABILITY

E-TekNet's only obligation for defective assemblies **will be covered** within 30 days of customer receiving the boards **and only covers the following:**

1. Customer must supply E-TekNet, in writing, an accurate cause for failure of the assembled board.
2. The boards, as decided by both parties, would need to be returned to E-TekNet for repair if necessary.
3. In the event that the board's failure is a direct result of the failure of the board's functionality, E-Teknet will take full liability of the replacement of the boards. The parts on the assembled boards would be re-used for the new boards. Should any parts be destroyed by rework, the liability for replacement of the damaged part(s) will be E-Teknet's responsibility.
4. E-TekNet will provide the customer a picture of an assembled board. This picture must be approved by the customer prior to final installation. Any picture of an assembled board approved by the customer releases E-Teknet from all liabilities, excluding finding fault within the board's functionality.
5. Customer should not allow any other parties to work-on the assembled board for repair. By doing so, this releases E-TekNet of ALL, if any, liabilities for the assembled board.

6. E-TekNet's liability only covers the full amount of the paid amount on the quote if the customer decides for another party to repair the boards.
7. E-TekNet's maximum liability is no more than the dollar amount of the quote for the PCB and PCB assembly service only of the order.

Customer

Date