

# **Aerospace Alliance Inc.**

## **Supplier Terms and Conditions of Sale**

### **Process Changes**

Any changes in process or product shall require advanced notification and approval by Aerospace Alliance Inc.. Some aerospace customers and government agencies require approval of changes per contract or law.

### **Sub-Tier Suppliers**

When the need to outsource work occurs (using sub-tier suppliers), Aerospace Alliance Inc. must be notified in advance, including changes in sub-tier suppliers and changes in location of manufacture prior to making the change. This requirement applies to Aerospace Alliance Inc. and the suppliers contracted by Aerospace Alliance Inc. to perform work and services, or provide products. Aerospace Alliance Inc. and aerospace customer requirements must flow down to any supplier's sub-tier suppliers, including any key characteristics. Service work (plating, coating, heat treatment, etc.) must be to the applicable issue of customer specifications.

### **Certificate of Conformance**

All orders or lots require a Certificate of Conformance to show that verification has occurred and the lot meets all requirements. Identification and traceability for each lot must be maintained and linked to the Certificate of Conformance. Records must be retained for at least 10 years. Records that are no longer retained must be destroyed versus discarded.

### **Nonconforming Product**

When nonconforming product occurs, Aerospace Alliance Inc. is to be immediately notified for appropriate controls and disposition. Root cause analysis and timely, effective corrective actions are required when Aerospace Alliance Inc. determines the supplier is responsible for the root cause of a problem.

### **Right of Access**

Aerospace Alliance Inc., its aerospace customers, and government authorities have the right of access to all facilities involved in processing of Aerospace Alliance Inc. orders and all applicable documents and records. Aerospace Alliance Inc., its aerospace customers, and aerospace customer's representative and government authorities intend to perform verification activities at supplier's premises when warranted and to assure product and services conform to specified requirements. Advance notification will be provided. This requirement must flow down to all levels down the supply chain.

### **Quality**

Verification by Aerospace Alliance Inc. or its customer shall not be used as evidence of effective control of quality and shall not absolve the supplier of the responsibility to provide acceptable product or service, nor shall it preclude subsequent rejection by Aerospace Alliance Inc. or its customer.

### **Counterfeit Parts**

Aerospace Alliance Inc. will not utilize counterfeit parts, and must do everything possible with its suppliers and sub-tier suppliers to prevent the use of counterfeit parts.

### **Employee Awareness**

Your employees, as a supplier of Aerospace Alliance Inc., shall be made aware of their contribution to product and service quality, their contribution to product safety, and the importance of ethical behavior.

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Date: 2/1/2023