

II-03 LETTER OF INTENT (LOI)

Purpose

To communicate official award of business to the selected supplier of a component, raw material, or service, and communicate pertinent information related to pricing, estimated volume, PPAP approval process, tooling and payments.

Supplier Responsibilities

General Requirements

1. An authorized supplier representative must sign and return the LOI to the appropriate ADVICS Buyer by the date specified on the LOI.
2. Understand requirements outlined in the LOI and adhere to the requirements throughout the entire life of the “product” specified in the LOI.

ADVICS North America, Inc. Responsibilities

General Requirement

1. Prepare the LOI and maintain a record of the signed LOI.

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