Shanghai Onsite
BUYER-SIDE FACTORY CHECKS · SHANGHAI

Report no. **EX-2026-001**
Inspector: Xiaoqing (Alex) Chen

Factory Verification Report

EXAMPLE · FICTIONAL SUPPLIER

Supplier (as presented)	Visit address	On site	Product of interest
Example Hardware Co., Ltd.	**Industrial park, Kunshan, Jiangsu**	**09:40 – 12:55**	**Stainless cabinet hinges**

✓ REAL MANUFACTURER

Makes hinges on site and is capable of the requested product. **Resolve 2 points before ordering** (see Issues).

25/25 points checked

01 25-POINT CHECKLIST

	CHECK	RESULT	OBSERVATION
A · IS IT A REAL FACTORY?			
1	Gate & signage	OK	Sign matches the company name on the license.
2	Business license	OK	Original on office wall. Code valid and active in the official register since 2011. Scope includes 五金制品制造 (hardware manufacturing).
3	Address plate	OK	Matches the registered address.
4	Factory vs trader	OK	Own production lines. No mention of partner factories.
5	Site overview	OK	2 workshop buildings + 1 office building, roughly 6,000 m².
6	Workforce estimate	OK	About 60–80 workers on site during the visit.
B · CAN THEY MAKE YOUR PRODUCT?			
7	Main equipment	OK	14 stamping presses (11 running), 2 polishing lines, 1 assembly area.
8	Current production	OK	Cabinet hinges and drawer slides.
9	Similar products	OK	Concealed hinge close to your drawing running on line 3 (video 2).
10	Raw materials	OK	304 and 201 stainless coils, labelled by grade and stored separately.
11	Finished goods	OK	Export cartons packed and labelled for overseas importers.
12	Showroom	OK	Full hinge range on display; 3 samples close to your spec photographed.
13	Stated capacity	NOTE	"About 150,000 hinges a month on the current lines." (production manager)
14	Stated lead time	NOTE	"30–35 days after sample approval."
C · QUALITY CONTROL			
15	QC area	BASIC	One QC desk at the end of line 3 with 2 inspectors.
16	QC records	OK	Daily inspection sheets kept per line.
17	Testing tools	BASIC	Calipers and gauges only. No salt-spray tester on site.
18	Certificates	OK	ISO 9001 certificate shown; number checked on the issuer's website: valid.
19	Defect area	OK	Rejects kept in marked red bins.
D · SITE MANAGEMENT & DELIVERY			
20	Housekeeping	OK	Aisles clear, floor markings in place.
21	Fire safety	OK	Extinguishers in date, exits marked and unblocked.
22	Packaging & marks	OK	Inner boxes and export cartons made on site; carton marks can follow your artwork.
23	WIP & scheduling	OK	Work in progress tagged by order; production plan board on the workshop wall.
E · COMMUNICATION			
24	Contact person	OK	Met the sales manager and the production manager (cards in folder).
25	Your questions	OK	All 6 questions asked in Mandarin. Answers on page 2.

02 YOUR QUESTIONS, THEIR ANSWERS

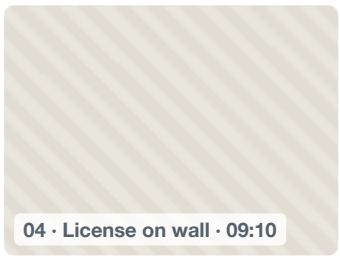
YOU ASKED	THEY SAID (WORD FOR WORD, TRANSLATED)
MOQ for a custom finish?	"5,000 pieces per finish. Lower is possible, but the unit price goes up."
Salt-spray test for 304 steel?	"We send it to an outside lab. About 7 days."
Who invoices and receives payment?	"Our Hong Kong company handles export and USD payments. Same owner."
Who owns the tooling?	"The buyer, once the mold fee is paid. We keep the molds here."
Sample lead time?	"About 10 days for the custom finish."
Payment terms?	"30% deposit, 70% before shipment."

03 ISSUES TO RESOLVE BEFORE ORDERING

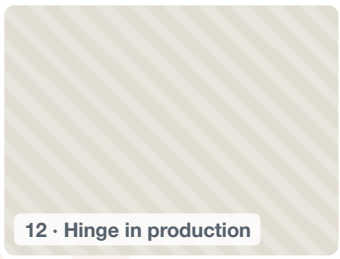
1. **Payment goes to a Hong Kong company, not the factory.** Ask for the HK company's business registration and a written statement linking it to the factory. Or ask to pay the mainland entity on the license.
2. **No salt-spray testing in-house.** Ask for a third-party salt-spray report on your finish before mass production, and put the required result in the purchase order.
3. **Minor:** capacity and lead time were stated, not shown. If volume matters, ask for last month's output records.

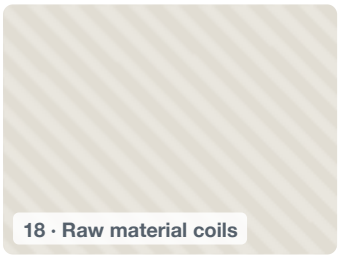
04 PHOTOS & VIDEO (EXCERPT: 8 OF 46)

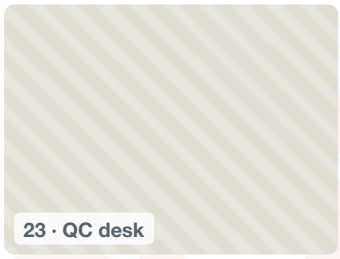

01 · Gate & signage · 08:52

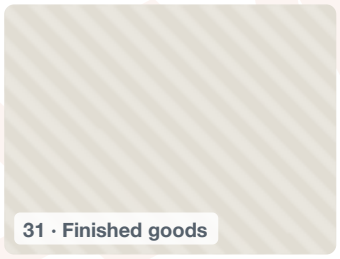

04 · License on wall · 09:10

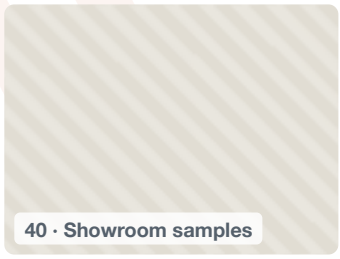

09 · Press line 3 · 10:05


12 · Hinge in production


18 · Raw material coils


23 · QC desk


31 · Finished goods


40 · Showroom samples

All 46 photos and 3 videos are time-stamped and GPS-tagged, and delivered in a shared folder you keep.

05 SCOPE OF THIS REPORT

Observations made on the day of the visit and information given by the supplier. This is a verification visit, not a certified social-compliance audit, lab test or guarantee of future performance.

06 INDEPENDENCE

I work only for the buyer. I took no payment, commission or gift from the supplier. Supplier list and report are confidential.