Fixture Design Services Policy

Thank you for your interest in Phillips Precision’s fixture design services. To create the most efficient service to you, we ask that you complete the attached request form. Please accompany this form with the prints and electronic files that will help us understand your needs and define the scope of work. We’d also be happy to hold a telephone or Skype meeting to gather the necessary information.

Fixture designs will be developed around Inspection Arsenal® products whenever possible. When standard products do not provide the solution, custom components and work holding fixtures will be designed and manufactured to customer’s specifications.

For complex designs a concept fee will be required prior to the start of the project. This fee will be determined after the necessary data has been received and the scope of work has been assessed. When the project is awarded, this up-front fee will be deducted from the final invoice.

The project scope must be detailed in writing and Phillips Precision will ask for approvals throughout the design process. A not-to-exceed project cost can be determined to initiate the project purchase order.

All custom fixture related projects are non-refundable. Alterations or changes after final approval are considered outside the “agreed upon in writing” scope of work and will be invoiced at the current Phillips Precision shop rate.

Please submit technical questions to Steve Phillips at Steve@phillips-precision.com and requests for quotation to Quotes@phillips-precision.com.

Phillips Precision, Inc. reserves the right to use images and graphical representations of fixture designs in promotional marketing material – electronic and print form – including, but not limited to catalogs, sales flyers, and company website. Fixture images will be sanitized to eliminate details of customer parts.

We look forward to supporting you with your inspection fixture needs.

Sincerely,

Steven E. Phillips
President
Phillips Precision, Inc.
### CONTACT INFORMATION

- **Company:**
- **Contact Name:**
- **Phone:**
- **Email:**

### EQUIPMENT DESCRIPTION

- **MANUFACTURER:**
- **MODEL:**

- **EQUIPMENT TYPE:**
  - □ Vision
  - □ Touch Probe
  - □ Multi-sensor

- **PROBE STYLE:**
  - □ STAR
  - □ STRAIGHT
  - □ ARTICULATING

- **STAGE SIZE:**
- **MEASURING AREA:**

### OTHER PROJECT INFORMATION

- **Estimated Project Start date:**
- **Estimated Project Required Date:**

- **ITAR or other Certs Required?**

- **Production fixture:**
  - □ Yes
  - □ No

- **Who will use fixture; QA or Operator?**

### MATERIAL FOR FIXTURE

- □ Raw Aluminum
- □ Anodized Alum.: Color:__________
- □ Stainless Steel Type
- □ Plastic: Type:_________________
- □ Other: _______________________

### INFORMATION FOR PART

- Material: ______________________
- Easily marred? ___ YES ___ NO
- Flexible? ___ YES ___ NO
- Number of Parts per fixture: __________
- Fixture for part families: ___ YES ___ NO
- If YES, describe separately. (Variations, supply prints, etc.)
- Weight of part: __________
- Elevation needed for part: __________
- Minimum space between parts: __________

### TYPE OF PART

- □ Milled
- □ Turned
- □ Injection Molded
- □ Casting
- □ Other-Describe: ______________________

### ADDITIONAL INFO AVAILABLE

- □ * Part print/drawing with inspection dimensions highlighted
- □ * Solid model file
- □ Special handling of parts needed (e.g., gloves)
- □ Sample part available
- □ Pictures showing key features
- □ Request 3D printed part
- □ Laser mark fixture

- **Required Information**

### FIXTURE SYSTEMS CONSIDERED

- □ Rapid-Loc™ Vise
- □ Modular Tower system
- □ Air-Glide (heavy and large parts)

### FIXTURE DESIGN SERVICES POLICY

Please attach completed form together with all drawings and/or solid model files in a zipped folder. Make sure to name the folder with the part name and number. Email to Quotes@phillips-precision.com.

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**Customer Nondisclosure Agreement on file. YES______ NO______ Requires Design Concept Fee:________________**

**Phillips Precision, Inc. does not perform gage R&R studies on fixtures it designs for customers. This is the sole responsibility of the customer, unless specifically requested by customer and quoted as part of the initial work.**