FOR SMALL BRANDS

First Order Manufacturer Question Sheet

Send these 15 questions to every factory on your shortlist before you pay a deposit. Write the answers side by side, then use page 2 to sign off your pre-production sample.

1. The factory and the leather

Question	Factory A	Factory B	Factory C
1 Years making this product? Main export markets?			
2 Past buyers or work you can show? Will you sign an NDA?			
3 All steps in-house? Which are subcontracted?			
4 Factory visit or live video tour possible?			
5 Leather: animal, grade, finish, thickness (mm)?			
6 Which tannery? LWG rated?			
7 Test reports (REACH chromium VI, azo dyes)?			

2. Samples, price and delivery

Question	Factory A	Factory B	Factory C
8 Sample fee, days, refunded on bulk?			
9 Pre-production sample from the line?			
10 Who makes the sample? Who makes bulk?			
11 MOQ: per style, colour or size?			
12 FOB Karachi price includes (packing, labels, port)?			
13 Payment terms (deposit / balance)?			
14 QC checks? Inspection before balance?			
15 Lead time from sample approval? Late or faulty goods?			

Red flags: no live tour, "genuine leather" with no grade, 100% upfront on a first order, no inspection allowed.

3. Pre-production (golden) sample sign-off

Check the pre-production sample against your tech pack before bulk starts. Keep one signed copy with the factory and one with you.

Item	Tech pack / agreed	Sample shows	OK?
Leather (animal, grade, finish)			
Colour vs approved swatch			
Thickness (mm)			
Measurements (key points)			
Stitching (straight, even, ends locked)			
Edges / edge paint			
Hardware and zips			
Lining and pockets			
Labels, logo, care label			
Packing and carton marks			

4. Agreed terms (write them down)

Term	Agreed
Order quantity and colour/size split	
FOB unit price and what it includes	
Deposit and balance (linked to inspection)	
Ship date and late-delivery terms	
Allowed defect level and what happens to rejects	

Sign-off

Buyer name and date	Factory name and date

Need help? Verified leather manufacturers in Pakistan can answer these for you: get a sourcing quote.