

June 2007

Dear Valued Supplier:

Avtech utilizes bar-code technology in our Receiving process, allowing us to more efficiently move incoming material through to our production teams. **To help us take full advantage of this technology, we are asking our suppliers to incorporate bar-code labels on all incoming freight.**

Outlined below is the bar-coding standard we have developed with the assistance of the American National Standards Institute (ANSI Bar Code Print Quality Guideline X3.182-1990), and the Electronics Industries Association (EIA Standards: EIA-621 Outer Shipping Container Bar Code Label Standard, and EIA-556-A Consumer Electronics Group Product and Packaging Bar Code Standard).

**Avtech Bar Code Format Requirements:**

1. Barcode symbology should be Code 39, at a medium density, and meet existing EIA and ANSI specifications as referenced above. Additional specifications are as follows:

- ◆ Narrow bar width                   0.010 inch minimum
- ◆ Wide / Narrow ratio               3.0:1
- ◆ Label size                           4"x 6" suggested, but can be reduced to fit packaging

2. The label itself should be a pressure sensitive adhesive label.

3. Labels shall not be placed in a position which will inhibit scanning.

4. The barcode itself should be approximately 1/4" high, plus minimum 1/8" high "human readable" characters printed directly above or below the barcode symbol. Additionally, at least 1/4" space should be left between the lines of barcode.

5. To enable the machine readable (bar) code to be properly identified, there should be **NO** readable or coded Text Element Identifier (TEI) preceding the line of data, and **NO** start / stop characters, either readable or coded. The application program will have to strip off these characters leaving only the part number, quantity, etc.

6. The following, in preferred order, are mandatory elements of bar code labels:

- ◆ Avtech Purchase Order Number
- ◆ Avtech PO Line Item Number
- ◆ Avtech Part Number
- ◆ Quantity
- ◆ Packslip Number

7. The following are optional elements of bar code labels:

- ◆ Manufacturers Part Number
- ◆ Revision Level
- ◆ Unit of Measure