FOOD PRODUCT DOCUMENTS / 01

MATCH ONE OFFER TO ITS DOCUMENTS

Use one offered product per copy. Ask the supplier to clarify identity; do not infer suitability from a match.

A helpful preparation resource from PickYourPro.ai. Fill in digitally or print. Keep your completed copy private.

Neutral item label / supplier offer reference / supplier contact role

Supplier-stated product description / product reference used in the offer

Supplier-stated pack description / does each document name the same pack?

Specification-sheet reference / stated date or revision / unknowns

Label-document reference / stated date or revision / unknowns

Description or version mismatch / clarification question / contact asked

Preparation only. Not food safety, allergen, nutrition, handling, regulatory, equivalence or legal advice. Document receipt is not suitability or purchasing approval. Keep private records out.

FOOD PRODUCT DOCUMENTS / 02

KEEP A DOCUMENT QUESTION OPEN

One question per copy. Preserve earlier references and ask which document applies to this offered product.

Item label / offer reference / exact document reference in question

Mismatch or missing detail: product, pack, date or revision / neutral question

Supplier contact asked / reply reference / which document did the reply name?

Earlier document reference / replacement reference, if supplied / stated revision

Alternate product offered? / separate item label and document-set reference

Question resolved by supplier or still open? / separate qualified-review reference

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FOOD PRODUCT DOCUMENTS / 03

CHECK THE DOCUMENT SET

Tick what is organized, not what is safe or approved. Document matching does not establish product equivalence.

- [ ] Each offered product has a separate item and offer reference
- [ ] Product and pack descriptions are identified by the supplier
- [ ] Specification-sheet and label-document references are separate
- [ ] Stated revisions are recorded; unknown dates remain visible
- [ ] Each mismatch question identifies the document it concerns
- [ ] Earlier and replacement references remain linked
- [ ] An alternate product has a separate document set
- [ ] Receipt is not treated as qualified review or purchase approval

Item labels with missing or undated documents / supplier response reference

Unanswered identity, pack or revision questions / contact for follow-up

Document-set handoff reference / qualified reviewer role / review still pending

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FOOD PRODUCT DOCUMENTS / 04

QUESTIONS FOR THE DISTRIBUTOR

Ask about document identity and clarification. Refer all substantive food and suitability questions to qualified people.

Identity: how will documents identify the offered product and pack?

Document set: which specification and label references match this offer?

Versions: how do you clarify a current revision or an undated document?

Mismatches: who confirms which record applies when descriptions disagree?

Changes: how are replacements and alternate-product document sets identified?

Review: how is your document delivery separated from our review and decisions?

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FOOD PRODUCT DOCUMENTS / 05

COMPARE DOCUMENT SUPPORT

Give Providers A and B the same neutral scenario: an offer with an undated sheet and a mismatched pack description.

Providers A / B / proposal references / same document-mismatch scenario

Product and pack identification across offered documents - A / B

Revision clarification, replacements and alternate document sets - A / B

Response contacts, review boundaries, exclusions and written terms - A / B

READY TO HEAR FROM PROS?

If you choose, create an account on PickYourPro.ai and start a Food Distribution request. Describe your product-document and clarification needs so participating pros can compete with proposals. Compare document matching, revision support, response contacts, exclusions and written terms. Keep confidential records and substantive product reviews in your established private process.

One request. Every pro's best offer.

Start a request

Participation varies. A product-document and clarification-process review may be needed before a final proposal.

Planning guide: https://www.pickyourpro.ai/services/food-distribution

GS1 US: Packaging Level Definitions (official reference)

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