

SUBLIMATION BLANK SUPPLIER VETTING CHECKLIST

SUBLI GENIUS PRINT

Supplier test worksheet

Test small. Track the real cost. Scale only after the supplier proves reliable.

SUPPLIER NAME	WEBSITE / CONTACT	DATE TESTED
PRODUCT / SKU	ORDER QTY	ORDER DATE
		RECEIVED DATE

1 Blank quality and consistency

- ☐ Correct blank, size, color, and material received
- ☐ Dimensions checked on several pieces, not just one
- ☐ Coating or printable surface looks visually consistent
- ☐ No unusual scratches, dents, chips, stains, or warping
- ☐ Lids, inserts, hardware, and accessories fit correctly
- ☐ Product matches the listing or supplier specifications

2 Press and finished-product test

- ☐ Used one controlled test design and normal production settings
- ☐ Multiple pieces pressed with similar results
- ☐ Finished color, sharpness, and surface quality are acceptable
- ☐ No unexpected coating failure, scorching, warping, or edge issues
- ☐ Press settings and results recorded for repeat production

3 Packaging, fulfillment, and shipping

- ☐ Packaging protected the shipment adequately
- ☐ Damaged, missing, or incorrect units counted and photographed
- ☐ Shipping time recorded from order to delivery
- ☐ Carrier / warehouse source noted if useful for future orders
- ☐ Damage or return procedure is clear and practical

4 Cost and business fit

- | | |
|--|---|
| ☐ Blank cost recorded | ☐ Usable-unit cost calculated |
| ☐ Shipping / freight recorded | ☐ Current bulk tier compared |
| ☐ Taxes or fees recorded | ☐ Reorder stock checked |
| ☐ Unusable units included in cost | ☐ Order quantity fits sales volume |

FINAL DECISION

- | | |
|--|---|
| ☐ PASS - ready for a larger order | ☐ RETEST - promising, but needs another sample |
| ☐ HOLD - keep as backup only | ☐ FAIL - do not scale this supplier / product |

Confidence score: 1 2 3 4 5

1 = poor 5 = ready to scale

LANDED COST + REORDER SCORECARD

Use this page after the physical and press test passes.

TRUE USABLE-UNIT COST

Do not compare suppliers using catalog price alone.

Product subtotal

Shipping / freight

Taxes / duties / other fees

Total order cost

Units ordered

Damaged / unusable units

Usable units

\$

\$

\$

\$

SUPPLIER SCORECARD

Blank quality / consistency	1	2	3	4	5
Press-result consistency	1	2	3	4	5
Packaging protection	1	2	3	4	5
Shipping speed / reliability	1	2	3	4	5
Usable-unit cost	1	2	3	4	5
Stock / reorder confidence	1	2	3	4	5
Support / problem resolution	1	2	3	4	5

NOTES / ISSUES TO WATCH

REORDER PLAN

NEXT ORDER QTY

TARGET REORDER DATE

BACKUP SUPPLIER

Before scaling:

☐ Demand is proven

☐ Storage is available

☐ Cash flow supports order