



# NEW PRODUCT SUBMISSION PROCESS

For new product submissions, only provide the materials required for the product addition:

- Product submission forms
- Safety Data Sheets
- Product Images

For new products that directly replace existing products please include:

- Cross reference chart indicating which old part numbers the new part numbers replace

You may provide for the website:

- Product Directions For Use (DFU)
- White papers
- Other product supporting materials

Please do not send:

- PowerPoint presentations

## SDS SPECIFICATIONS:

For group products where the products are only of different sizes, shapes, flavors, colors, etc. of the same product or the same SDS/MSDS applies to the entire group of products, only one form needs to be completed and provided with a spreadsheet listing of the individual item numbers, descriptions, individual package contents and pricing.

## PRODUCT SUBMISSION REQUIREMENTS:

- Provide completed Product Submission Form
- Provide all SDS/MSDS for finished goods products being submitted. It is not necessary to provide SDS for raw materials used to make the product
- For Product Kits. A full listing of all products included in the kit and an SDS for each component in the kit and clear indications of which SDS applies to which items in the kit. This includes volume amounts for any liquids and /or powders included
- Supply individual product images for each item / SKU being submitted (Group product shots are ok but must be accompanied by the individual product images as well)
- Supply additional relevant educational content in PDF format. Video links are also acceptable
- All New Product Submission content must be sent in one email as attachments (if smaller than 10 MB) or with a link via a sharing site including; Dropbox, OneDrive, WeTransfer or Box