

Tell us about your business.

Fill in and save this PDF, or print and complete it by hand. Leave unknown details blank. Use brief answers; estimates are welcome.

BUSINESS AND CONTACT

Business name

Contact name

Work email

Phone

Website (optional)

Business type

Operating location (city, state and country)

SALES PROFILE

Sales channels (store, marketplaces, retail, wholesale, other)

Sales platforms and business systems

Current setup (in-house, current 3PL, new launch or mixed)

Reasons for change

Business size or revenue band (optional)

Describe the order profile.

Use a normal month and a peak month. Include units with dimensions and weights. Product and handling fit are confirmed case by case.

Normal monthly orders (estimate)

Peak monthly orders (estimate)

Average picked items per order

Active inventory SKUs

Product categories and typical products

Product dimensions / range (L x W x H, with units)

Typical and heaviest item weights (kg); note bulky items

Special handling, product conditions or restrictions to discuss

Expected growth or seasonal changes (optional)

Include fragile, regulated, temperature-sensitive or unusual stock details here for assessment. This questionnaire does not confirm acceptance of any product.

Plan the stock coming in.

Separate the stock you hold from the quantities in each delivery. If you are unsure about storage space, describe the stock instead.

Preferred storage model (tick any that apply)

☐ CBM ☐ Pallet ☐ Unsure

Storage quantities (CBM, standard/oversize pallets; include units)

Typical stock age / holding period

Delivery frequency

Stock profile / per-SKU space or quantities, if known

Inbound methods (tick any that apply)

☐ Cartons ☐ Pallets ☐ Containers ☐ Other

Typical cartons/pallets and distinct SKUs in one receipt

Container types / quantities or other inbound details (if relevant)

Inbound labelling, carton dimensions/weights and stock readiness

Define what happens next.

Tell us where orders go and how they need to be prepared. Describe requirements even if the final workflow is not yet decided.

B2C / B2B order mix (approximate)

Dispatch type and frequency

Destinations (states, countries, customer or retail destinations)

Packaging and value-added needs (tick any that apply)

☐ Standard packing

☐ Branded packaging

☐ Kitting / bundles

☐ Labelling

☐ Other handling

Packing instructions, materials and handling detail

Expected monthly returns (estimate)

Return stages / restocking instructions

System connection, order data and tracking requirements

Inventory visibility, reporting and other fulfilment needs

Integration method, reporting, packaging and return handling are confirmed during assessment.

Set out your next move.

Review the details before sharing. Only provide personal information needed for this enquiry; do not include customer lists, passwords or payment details.

Desired start date / timeframe

Current commitments / timing constraints

Operational concerns, priorities and stock-transfer plans

Other service requirements and additional comments

BEFORE YOU SEND

- ☐ Contact and business details checked
- ☐ Order, product and storage estimates reviewed
- ☐ Items still to be confirmed are noted
- ☐ A copy has been saved or printed

Ready to share your requirements?

sales@csg3pl.com

Attach your saved PDF to an email and review it before sending. Saving this document does not submit an enquiry. Supporting documents can be discussed with CSG later.

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