

[organization name]

## Appendix 8 – Design and Development Transfer Record

Design and development project ID			
Product name			
Design and Development Transfer			
Transfered by:		Signature:	
Transfered to:		Signature:	
Date of transfer:			
Documents provided:			

**Commented [AES1]:** For example, the drawing, list of materials

[job title]

[name]

\_\_\_\_\_

[signature]

**Commented [AES2]:** Only necessary if the Procedure for Document and Record Control prescribes that paper documents must be signed.