## TIPS FOR SUBMITTING A FUSE ANALYSIS REQUEST

1. All inventory analysis request, along with the completed “Fuse Control Inventory Audit Form,” needs to be sent to inventoryanalysis.nby@mersen.com for processing.
2. The Fuse Control Inventory Audit Worksheet can be found as follows:
   a. ep-us.mersen.com/solutions/fuse-control
   b. Go to the “Resources” section.
   c. Under “Tools,” click on “Inventory Audit Template.”
2. All fuse analysis requests must be as follows:
   a. Needs to be in an Excel spreadsheet (“Mersen-Fuse-Control-Inventory-Audit-Form.xls”). Please note that there are two tabs in the spreadsheet.
   b. One column in the spreadsheet must consist of the part number only. The part number cannot consist of any other verbiage such as amps, volts, fuse, manufacturer names, etc.
   c. You may add additional columns for needed information. This information will be added into your fuse analysis when ever possible.
      i. Descriptions
      ii. Minimum quantity, maximum quantity, yearly usage
      iii. Stock/bin locations, etc.

***Note 1:*** **When filling out the “Fuse Control Inventory Audit Form,” you must supply complete addresses, including zip codes, for both the customer and the distributor.**

***Note 2:*** **If you use additional information such as quantity, bin location, etc, you must put each in its own column (column A, B, C, etc).**

***Note 3:*** **When submitting a request for a fuse analysis, if all information is correctly submitted at the time of the request, the turnaround time will be no more than five (5) working days. Without the proper information, it will take until what ever time is needed to obtain the required information from the requester.**

If you need additional information or have any questions on the fuse analysis program please feel free to e-mail us at inventoryanalysis.nby@mersen.com or you may call me direct at 978-465-4255.

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