

Simple Quote Request Checklist

Use this one-page checklist when requesting CNC machining, EDM, finishing, engraving, stamping, die work, or industrial marking support.

The form is intentionally simple

To start a quote, send your name, email, company if applicable, phone number if you want a call, and a short comments or description field. An attachment is helpful but optional.

Superior can ask follow-up questions after the initial request if material, quantity, tolerance, finish, timing, artwork, or mark-location details are needed.

Helpful optional details for machining

For CNC milling, turning, EDM, grinding, finishing, or prototype work, helpful optional details include drawings, CAD files, material, dimensions, tolerances, critical features, quantity, finish expectations, and timing.

Photos or samples are useful for replacement parts, repair work, or components without complete drawings.

Helpful optional details for marking

For marking dies, embossing dies, hand stamps, inspection stamps, holders, engraving, or marking tooling, helpful optional details include the legend or artwork, character size, desired depth, mark location, material, production method, quantity, and deadline.

The quote form does not require all of these details up front. A simple description is enough to begin the conversation.

Required on the form	Name, email, and comments or description.
Optional on the form	Company, phone number, and attachment.
Useful attachment types	PDF, STEP, STP, DXF, DWG, sketches, photos, samples notes, images, TXT, or ZIP files.
Follow-up details	Material, tolerance, quantity, finish, timing, mark details, artwork, or production method can be discussed after review.