

CUSTOM ACRYLIC — REQUEST FOR QUOTE

Custom Acrylic RFQ Template

A complete RFQ gets you an accurate line-item quote in one round — a vague one starts a back-and-forth that can take days. Fill in the fields below and email to inquiry@wetopacrylic.com; every field marked **REQUIRED** will be asked for if missing. **We respond within 24 hours.**

FIELD	EXAMPLE INPUT	YOUR SPEC
Overall dimensions (L × W × H) REQUIRED	200mm × 150mm × 80mm	
Thickness (per component) REQUIRED	Walls: 5mm, Base: 8mm, Lid: 3mm	
Material type REQUIRED	Clear cast acrylic PMMA	
Compliance requirement SITUATIONAL	FDA 21 CFR 177.1010 / RoHS / None	
Color / finish type REQUIRED	Clear, frosted, colored (Pantone ref), mirrored	
Quantity tiers REQUIRED	500 / 1,000 / 2,000 pcs	
Surface finish REQUIRED	Diamond-polished edges, matte top panel	
Assembly REQUIRED	Solvent-bonded, or flat-pack	
Application / use-case REQUIRED	Countertop cosmetics display, retail environment	
Packaging REQUIRED	Individual poly bag in master carton	
Delivery term REQUIRED	FOB Shenzhen (our default) / CIF / DDP	
Target delivery date HELPFUL	8 weeks from order	
Technical drawing REQUIRED FOR COMPLEX SHAPES	DXF, PDF, or dimensioned sketch attached	☐ Attached ☐ Simple flat-cut shape, dims above

Five mistakes that cost buyers days

1. Omitting material grade and assuming the fabricator defaults correctly — the cost of the wrong assumption is a re-order. **2.** Sending one quantity with no tiers — pricing at 200 vs 1,000 units can differ 30–50% per piece. **3.** Describing finish as “shiny” or “clear” — specify per surface instead. **4.** Not stating the application — it drives material compliance. **5.** Requesting DDP pricing without an address or HS code — the number will be a guess.

What happens after you send it: complete RFQs get a line-item quote — material, fabrication, and packaging broken out — within 24 hours, with lead time confirmation (typically 3–5 days for samples, 15–20 days for production) and notes on any spec alternative that would save cost or time. MOQ is 50 pieces on all custom production. Full field-by-field guidance: wetopacrylic.com/guide/acrylic-rfq-guide/