

PRODUCT DEVELOPMENT REQUEST (PDR)

for Cosmetics & Skin Care

PDR Number:		Date:	
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SERVICES NEEDED (required)

Types of service needed	consulting	product formulation	ship	components
	fill	product labelling	bottling	mixing
	bulk fill	warehouse product	other:	

PRODUCT DETAILS (required)

Product description									
Target Lab Sample Submission Date		Target Launch Date		Target Cost (per oz)		Est. Quantity		Fill size	

PRODUCT FEATURES (required)

Cosmetic	OTC	Professional-Use Only
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Product Type & Function	body care	cleanser	exfoliator	eyes / lips
	facial cream	hair care	mask	moisturizer
	specialty	sun care	toner	treatment
	Other (please specify)			
Main Benefits / Efficacy Claims				
Required Ingredients				
Formula Restrictions (What to avoid?)				

PRODUCT APPEARANCE (required)

Appearance of product to be	Clear	Pearly	Opalescent	Opaque	Other:
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PRODUCT AESTHETICS (required)

Product Benchmark / Required Attributes	#1		#2		#3	
Application		Leave-on		Rinse-off		Other:
Texture				Fragrance / Scent		

PRODUCT COLOUR (required)

Appearance of product to be	White	Orange	Green	Blue	Brown
	Purple	Pink	Yellow	Other:	

PRODUCT CONSISTENCY (required)

Product form to be	Liquid	Gel	Cream	Lotion	Other:
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PRODUCT MARKET (required)

Product will be sold to	End customer	Big stores	Distribution centers	Salons/boutique retailers	Independent distributors
	Others:				

REGULATORY / TESTING INFORMATION (required)

Testing Requested	Assay	HRIPT	Ocular	PET	Stability / Compatibility
Market Region	US	Canada	Europe	Other	
Certification/s required	Example: FDA, Health Canada, etc.				
Additional information					

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SUBMITTED BY

Name	
Company Name	
Brand Name	
Company address	
Email-id	
Date	

Development Timing and Cost (to be completed by Formulator)

Notes	Submitted by	Ext. Hours	Est. Weeks	Initials / Date

Additional information / Special requests, if any

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