**TEMPLATE: Customer Purchase Survey[[1]](#endnote-1)**

*This template is an example of a questionnaire your enterprise might give to a customer upon receiving an enquiry or purchase order. This form can assist your enterprise in conducting a compliance assessment of a potential sale.*

[**Insert your enterprise name**]

**CUSTOMER PURCHASE SURVEY**

Enterprise/Customer Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Website: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. What is your enterprise’s primary business activity?**

**2. If your enterprise is privately held, please list all owners’ names.**

**3. Which goods/technology and/or services do you wish to purchase?**

**4. Are you purchasing these goods/technology and/or services for your own use?**

a*. If Yes:*

i. In which country/countries will you use these goods/technologyand/or services?

ii. For which specific purpose/end-use will these goods/technology and/or services be used?

b. *If No:*

i. Identify the end-user of these goods/technology and/or services by name and country location. Also provide any contact details such as phone or fax numbers; emails; web addresses; and names of end-user enterprise’s representatives.

ii. Specify the end-user’s intended purpose/end-use for these goods/technology and/or services.

iii. If relevant, indicate any intermediate users/original equipment manufacturers (OEMs) by name and country location. Also provide any contact details such as phone or fax numbers; emails; web addresses; and names of intermediate users/OEMs representatives.

iv. Specify the nature and purpose of the intermediate users/OEMs involvement.

v. Specify if you have made previous shipments to this end-user/intermediate user/OEM.

Statement: As an authorized signer for [Insert name of your enterprise] and on behalf of the [Insert name of your enterprise], I, the undersigned, hereby: (i) affirm, unless otherwise specified above, that such goods/technology or services will not be used, directly or indirectly, in any application involving nuclear, chemical, biological, conventional weapons or their means of delivery; (ii) certify that I am authorized to sign this Customer Purchase Survey; and (iii) attest that the information provided in this Survey is true and accurate to the best of my knowledge.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (CAPS) Date

1. Adapted and modified from: “Example: Customer Purchase Survey,” Government of Australia, Department of Defence, 2016, <http://www.defence.gov.au/ExportControls/\_Master/docs/Customer-Purchase-Survey.pdf>. [↑](#endnote-ref-1)