



Injection Mould Tool Transfer Checklist

Use this before moving an existing injection mould tool to a new moulder. The more of it you can gather, the faster and more accurate the transfer assessment, and the fewer surprises once the tool is on the bench.

You do not need all of it. Missing drawings and paperwork are normal, especially on older tooling or where a supplier has changed hands. Send what you have and we will tell you what genuinely matters for your parts.

1 Tool information

- ☐ Tool number / identification
- ☐ Number of cavities
- ☐ Tool dimensions (L x W x H)
- ☐ Tool weight
- ☐ Tool drawings (if available)
- ☐ Approximate tool age
- ☐ Shot count, if known
- ☐ Maintenance and repair history

2 Component information

- ☐ 2D component drawing
- ☐ 3D CAD or STEP file
- ☐ Approved or golden sample
- ☐ Material specification
- ☐ Colour specification / masterbatch
- ☐ Critical dimensions
- ☐ Cosmetic requirements

3 Production

- ☐ Current cycle time
- ☐ Annual volume
- ☐ Typical batch quantity
- ☐ Current machine (tonnage / type)
- ☐ Process sheet or setting sheet
- ☐ Current scrap rate
- ☐ Known problems in production

4 Quality

- ☐ Inspection requirements
- ☐ Control plan
- ☐ Previous dimensional reports
- ☐ PPAP / FAI requirements
- ☐ Existing quality issues
- ☐ Certification or traceability needs

5 Transfer

- ☐ Current tool location
- ☐ Tool ownership confirmed in writing
- ☐ Any outstanding invoices with current supplier
- ☐ Required transfer date
- ☐ Existing stock / buffer available
- ☐ Final production run agreed
- ☐ Transport responsibility
- ☐ Customs paperwork (overseas tooling)

Ready for an assessment?

Send us what you have on the tool and the part. We will confirm machine compatibility, what the tool is likely to need and how a transfer would run without stopping your supply.

formmoulders.co.uk/tool-transfer-assessment/

+44 (0)1440 763666
info@formmoulders.co.uk
Unit 1/2 Spring Rise, Falconer Road
Haverhill, Suffolk CB9 7XU