

Supplier product catalog template

A useful catalog starts with one identifiable product per row. Use this sheet to collect the information your sales team already trusts before a website migration.

Business / project: _____ Date: _____

Field	What to record	Your notes
part_number	Your stable internal reference. Keep leading zeros by importing this column as text.	
product_name	A recognizable product name, not an internal abbreviation.	
category	A product family that helps customers browse.	
description	What identifies this item; avoid unsupported performance claims.	
material	The approved material description.	
dimensions	The relevant measurement with its unit.	
unit	How the item is quoted: each, pack or metre, for example.	
image_url	A public image URL you have permission to use.	
source_revision	The document or revision used to check these details.	

Example product record

part_number	DEMO-001
product_name	Stainless steel elbow
category	Pipe fittings
description	90° elbow; specification pending supplier approval
material	Stainless steel — grade to confirm
dimensions	25 mm nominal size
unit	Each
image_url	https://example.com/products/demo-001.jpg
source_revision	Sample catalog, revision A — approval pending

How to use this

1. Start with one product family and nominate the person who approves specifications.
2. Replace both example rows. Add columns for your products when needed; this is a planning format, not a universal import format.
3. Keep one unit convention per field. Split distinct purchasable variants into separate rows with their own part numbers.
4. Check the sheet for missing references and duplicates, then agree the target website's import mapping.

This template does not establish compatibility, stock, pricing or suitability for a safety-critical application. Verify those with the responsible supplier.

Editable versions and guidance: <https://1968labs.com/resources/supplier-catalog-template>
Implementation questions: hello@1968labs.com