

Supplement Facts Artwork Planning Worksheet

Organize reviewed product information for your designer and labeling reviewer. Use this worksheet alongside the exact pouch dieline and completed label artwork. It is a planning document, not a Supplement Facts panel or a compliance approval.

Use values and wording supplied by your formulation, testing and regulatory resources. No nutrient calculations, label formatting or regulatory decisions are performed by this worksheet.

Product information

Product name

Product form

Selling market

Intended audience

Formula revision

Label revision

Reviewed serving size

Reviewed servings per container

Pouch and artwork references

Pouch format

Selected pouch dimensions

Dieline file and version

Fill amount and serving tool

Zipper and other pouch features

Reviewed label and product records

Ingredient and Package Copy Notes

Record reviewed declarations in the order supplied by your labeling reviewer. This is an information table, not the required Supplement Facts panel layout.

Reviewed ingredient declaration	Amount and unit	Daily Value treatment

Attach additional approved ingredient records if more space is needed.

Other ingredients and approved statement

Surrounding package copy and company contact details

Claims warnings and reviewer instructions

Open questions and supporting records

Artwork and Review Handoff

Check each item when it has been resolved. An unchecked item records an open task. Attach the current reviewed label artwork and the exact pouch dieline before releasing production files.

- ☐ Product identity and revision match the reviewed records
- ☐ Serving information matches the reviewed product data
- ☐ Ingredient names amounts units and Daily Value treatment are reviewed
- ☐ Surrounding package copy claims and warnings are reviewed
- ☐ The artwork uses the correct pouch dieline and version
- ☐ The complete label has been checked at final size
- ☐ The label panel has not been stretched or compressed
- ☐ Label placement has been checked around pouch features
- ☐ Final artwork has no worksheet fields or instructional placeholders
- ☐ The current reviewed artwork file is identified for production

Review record

Brand owner or file owner and date

Product labeling reviewer and date

Artwork reviewer and date

Final artwork filename and revision

Remaining issues and assigned owner

Official reference points

Current regulation 21 CFR 101.36 | FDA Dietary Supplement Labeling Guide

The FDA guide is dated April 2005. Check the current regulation and applicable updates when reviewing the finished product label.