

Connector Requirements Checklist

01 / Define the connection and physical fit

Use one worksheet for each connector position. Add the details you know, mark priorities as M (must-have) or F (flexible), and include units and drawing revisions.

1 Identify the connection

Project / device	Connector position / function
What connects to what? Note the two mating sides and the connection's purpose.	
Public part number, if known	Series / connector family, if known
Mating part number or reference	Drawing / specification reference and revision

Include the part number if known. Otherwise, provide clear views of both mating sides and a dimensioned sketch. List contact, row and port counts separately.

2 Record the mechanical requirements

Connector type	Gender / mating interface	
Total contacts / pins	Number of rows	Number of ports
Orientation / cable or mating direction	Mounting type	
Termination type	Pitch and unit	
Space / clearance limits and units	PCB footprint / panel cutout drawing revision	
Shell material requirement	Housing material requirement	
Contact material requirement	Contact plating requirement	
Color requirement	LED option, if applicable	

Mark critical dimensions and the viewing direction on your drawing. Include the mating interface, PCB footprint and the space available around the connector.

Prepare your inquiry

02 / Confirm conditions, quantities and supporting details

List the operating conditions, quantities and supporting information for your connection. Highlight the requirements that matter most to your design.

3 Set the operating requirements

Required current (A) and per-contact basis

Required voltage (V); state AC / DC

Operating temperature range, unit and relevant use conditions

Shielding requirement

Waterproof requirement and exposure conditions

Required certifications or standards (include revision and scope)

If cabled: wire gauge, cable length and unit, shield and termination needs

System / interface requirements and other conditions that affect selection

List any required certifications or standards and the conditions in which the connector will be used. Include the relevant requirements with your drawing.

4 Define the quantity and priorities

Prototype / evaluation quantity and unit

Production quantity and unit / repeat demand

Target required date / project stage

Packaging / handling requirements, if any

Must-have requirements, acceptable alternatives and questions still open

5 Check the supporting information

- ☐ Part number or selected product title is exact; unknown details are marked.
- ☐ Drawing has a revision, units, critical dimensions and a clear mating view.
- ☐ Pin assignment / footprint and reference photos are identified, if relevant.
- ☐ Required quantities, target date, must-haves and flexible points are clear.

Build a short inquiry brief

We need [connector / part] for [device and connection].

Must-have: [requirements]. Flexible: [alternatives]. Quantity: [amount + unit].

Reference: [drawing / revision]. Please help confirm: [open questions].

Use this worksheet and your supporting drawings to prepare a clear inquiry.