

Zerun Cosmetics

Compliance Document Checklist

Review INCI, MSDS, COA, stability testing, microbial testing, label information, and claim-related guidance.

Resource 6	Custom Haircare Manufacturer Planning Tool
-------------------	--

Use this document to prepare clearer project information before requesting formula, packaging, MOQ, sample, or production support.

Formula R&D; | Packaging Matching | OEM/ODM Production | Quality Control
| Export Support

Compliance Document Checklist

Use this checklist to prepare formula information, document requests, label review points, and claim-boundary questions before production and shipment.

Important Note

This document is a planning tool, not legal advice. Final regulatory requirements depend on the product formula, target market, importer responsibilities, label wording, claims, and local regulations. Claim-sensitive categories should be reviewed before final label approval.

1. Core Documents and Review Areas

Compliance Area	Zerun Support	How This Supports Your Project
INCI list	Provide ingredient name support based on the confirmed formula and product format.	Helps prepare label content, product files, and market communication more accurately.
MSDS / SDS	Support safety-related documentation for applicable formulas and shipment needs.	Useful for logistics review, customs communication, warehousing, and distributor evaluation.
COA	Provide product or raw-material-related quality documentation when applicable.	Supports quality traceability and helps review batch consistency before shipment.
Stability testing	Evaluate appearance, scent, viscosity, color, texture, separation, and packaging compatibility.	Helps reduce risks such as formula change, leakage, viscosity drift, or poor shelf performance.
Microbial testing	Support microbial control and testing for rinse-off and leave-in haircare products.	Important for product safety, quality control, and buyer confidence before bulk production.
Label information review	Review basic label content, ingredient listing, product name, usage direction, and packaging feasibility.	Helps reduce label mistakes, packaging rework, and avoidable delays before production.
Claim boundary review	Discuss claim direction for scalp care, strengthening, flake care, hair fall concern, or hair growth-style positioning.	Helps keep wording practical, market-appropriate, and less likely to create compliance risk.
Target market support	Coordinate formula, ingredient, document, and label information based on US, EU, UK, or other market direction.	Helps prepare for local regulatory review, importer checks, and market-entry planning.

2. Claim Boundary Checklist

<input type="checkbox"/> Avoid disease treatment wording	<input type="checkbox"/> Avoid guaranteed hair growth wording
<input type="checkbox"/> Avoid anti-hair-loss medical claims unless reviewed	<input type="checkbox"/> Use cosmetic scalp comfort language where suitable
<input type="checkbox"/> Use strengthening or breakage-support language where suitable	<input type="checkbox"/> Review dandruff or flake-care wording by target market
<input type="checkbox"/> Check before using medicated-style positioning	<input type="checkbox"/> Confirm label claims before printing

3. Label Information Checklist

<input type="checkbox"/> Product name	<input type="checkbox"/> Net content
---------------------------------------	--------------------------------------

<input type="checkbox"/> Directions for use	<input type="checkbox"/> Warnings or cautions
<input type="checkbox"/> Ingredient list	<input type="checkbox"/> Manufacturer / distributor info
<input type="checkbox"/> Batch or lot code	<input type="checkbox"/> Shelf life or PAO if applicable
<input type="checkbox"/> Country of origin if needed	<input type="checkbox"/> Barcode or retail coding if needed

4. Target Market Preparation

Market Direction	Preparation Points
United States	Review cosmetic vs OTC-style positioning, label wording, importer responsibility, and claims before launch.
European Union / UK	Prepare ingredient and label information for responsible-person or market-specific review where required.
Middle East	Check product registration, Arabic label needs, importer documents, and customs requirements with local partner.
Australia / New Zealand	Review cosmetic claims, ingredient requirements, and importer documentation needs.
Africa / Asia markets	Confirm local product registration, language, importer requirements, and customs documentation early.

5. Document Request Worksheet

<input type="checkbox"/> INCI list	<input type="checkbox"/> MSDS / SDS
<input type="checkbox"/> COA	<input type="checkbox"/> Stability testing support
<input type="checkbox"/> Microbial testing support	<input type="checkbox"/> Formula information
<input type="checkbox"/> Label review notes	<input type="checkbox"/> Packaging compatibility notes
<input type="checkbox"/> Claim review support	<input type="checkbox"/> Shipping documents

Target country / market

Product claims to review

Documents needed before sample order

Documents needed before bulk production
