Board Game Pricing Risk Checklist

Cost Definition & Lock-In Checklist

for Custom Board Game Manufacturing

Engineering Reference for Cost Control Across the Board Game Supply Chain

This checklist identifies where board game costs are defined, locked,
or most vulnerable to escalation across manufacturing and logistics stages.

Funway Manufacturing

Specialized in Board Game Supply Chain Engineering

Reference Document | Version 1.0

How to Use This Checklist

Stage-Gated Cost Definition Checklist for Custom Board Game Manufacturing

Section 1：Purpose & Scope

Purpose

This checklist is designed to support stage-gated decision making in custom board game manufacturing.

Each checklist section corresponds to a specific production stage where key cost decisions must be confirmed. Items listed under each stage represent cost lock-in points that, once passed, cannot be changed without increasing budget risk.

This document does not calculate pricing.
It identifies when cost-defining decisions must be made to prevent late-stage escalation.

Scope

This checklist applies to:

- Custom board game manufacturing projects
- Kickstarter and retail-focused production runs
- Multi-component games involving packaging, assembly, and international shipping

It is intended for internal planning and project alignment, not for vendor comparison

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Section 2：When to Use This Checklist

This checklist should be used as a stage-gate review tool at the following points:

- Design & Engineering Review Gate
- Pre-Sampling Gate
- Pre-Production Gate
- Pre-Shipment Gate

Each stage gate represents a decision boundary.
Moving forward without completing the checklist for that stage introduces avoidable cost risk.
Many cost overruns occur not due to pricing errors,
but because key decisions were made too late.

Section 3：How to Use This Checklist

1. **Review each checklist section during internal project or budget review meetings**
   Each section aligns with a specific production stage.
2. **Confirm all checklist items for the current stage**
   Items should be marked as confirmed before proceeding to the next phase.
3. **Pay special attention to items marked as "Cannot Be Changed Later"**
   These represent cost lock-in points.
4. **Do not treat unresolved items as assumptions**
   Any item not confirmed should be considered an active cost risk.
5. **Use this checklist as an internal approval record**
   Revisit it before approving tooling, mass production, or shipment release.
   If any checklist item under a given stage is not confirmed,
   that stage should not be considered complete.

Important Notes

Changes made after a stage gate often result in:

- Re-sampling
- Re-tooling
- Freight reclassification
- Schedule delays

Not all changes increase cost, but late-stage changes almost always increase risk.

Pricing Risk Checklist (Modules 1–5)

1. Component Materials & Specifications

Defined Stage: Design & Engineering Review

Can Be Changed Later: ⚠️ Limited

Checklist

☐ All component types and quantities finalized

☐ Paper grades, core materials, plastics specified

☐ Surface finishes approved (lamination / coating

☐ Color expectations aligned with production method

Typical Risk if Delayed

Material changes after tooling or sampling may require re-sampling or re-tooling, leading to color inconsistency and landed cost instability.

2. Tooling (Molds & Die-Cuts)

Defined Stage: Pre-Sampling

Can Be Changed Later: ❌ No

Checklist

☐ Injection molds approved

☐ Die-cut tooling finalized

☐ Tool ownership and maintenance clarified

Typical Risk if Delayed

Late tooling changes usually result in sunk cost or compromised part geometry.

3. Assembly Method & Insert Design

Defined Stage: Engineering & Packing Planning

Can Be Changed Later: ⚠️ Limited

Checklist

☐ Engineering & Packing Planning

☐ Insert layout tested with actual component

☐ Assembly tolerance defined

Typical Risk if Delayed

Inefficient assembly increases labor cost and error rate during packing.

4. Box Size & Structure (Critical Path)

Defined Stage: Early Design

Can Be Changed Later: ❌ No

Checklist

☐ Box dimensions finalized

☐ Box structure selected (folding / rigid / magnetic)

☐ Load requirements validated

Typical Risk if Delayed

Late box changes increase shipping volume and invalidate carton planning.

5. Master Carton Configuration

Defined Stage: Packing Engineering

Can Be Changed Later: ⚠️ Limited

Checklist

☐ Units per carton confirmed

☐ Carton grade specified

☐ Pallet stacking plan reviewed

Typical Risk if Delayed

Poor carton efficiency raises CBM and freight cost per unit.

Pricing Risk Checklist (Modules 6–10)

6. Surface Finishing & Coating

Defined Stage: Pre-Sampling

Can Be Changed Later: ⚠️ Limited

Checklist

☐ Lamination / varnish type approved

☐ Scratch and scuff resistance expectations defined

☐ Compatibility with packing confirmed

Typical Risk if Delayed

Finish changes may affect durability, lead time, and batch consistency.

7. Shipping Mode & Freight Assumptions

Defined Stage: Pre-Production Planning

Can Be Changed Later: ✅ Yes (Costly)

Checklist

☐ Shipping mode selected (Sea / Rail / Air / Courier)

☐ Volumetric weight assumptions validated

☐ Pallet utilization reviewed

Typical Risk if Delayed

Mode switching late often causes budget overruns due to reclassification.

8. Import Duties & VAT Basis

Defined Stage: Pre-Quotation Validation

Can Be Changed Later: ❌ No

Checklist

☐ HS code verified

☐ Destination country confirmed

☐ VAT calculation basis understood

Typical Risk if Delayed

Incorrect assumptions lead to unexpected tax liabilities.

9. Destination Handling & Local Fees

Defined Stage: Logistics Planning

Can Be Changed Later: ❌ No

Checklist

☐ Port charges considered

☐ Customs clearance fees included

☐ Last-mile delivery planned

Typical Risk if Delayed

Omitted local charges accumulate after shipment arrival.

10. Quality Standard & Acceptance Criteria

Defined Stage: Before FAI Approval

Can Be Changed Later: ❌ No

Checklist

☐ Golden Sample approved

☐ Tolerance limits defined

☐ Rejection criteria confirmed

Typical Risk if Delayed

Undefined tolerances cause disputes, rework, or delayed shipment release.

Final Review: Cost Lock-In Status

Before proceeding to mass production:

☐ All ❌ "No" items are finalized

☐ All ⚠️ "Limited" items reviewed for cost impact

☐ Logistics assumptions validated

☐ Risk buffer allocated

Once these items are locked, **total landed cost becomes predictable and controllable.**

About This Checklist

This pricing risk checklist reflects standard manufacturing and logistics practices used in large-scale board game production.

It is provided as a planning reference and does not replace project-specific engineering review.