

APPENDIX

REQUEST FOR SHIPMENT OF HAZARDOUS MATERIALS

This form **must** be submitted to EH&S if a unit plans to ship a substance that may be classified as a hazardous material. EH&S will determine if the shipment is regulated and will assist the unit in properly preparing the material for shipment.

MATERIALS:

Hazardous Material \_\_\_\_\_

Form of Material (liquid, solid, etc.) \_\_\_\_\_

Quantity of Material \_\_\_\_\_

CAS number (if any) \_\_\_\_\_

Manufacturer (if any) \_\_\_\_\_

Product Number (if any) \_\_\_\_\_

Biological Agent \_\_\_\_\_

Genus/Species/Strain \_\_\_\_\_

Biological Safety Level \_\_\_\_\_

Source of isolate \_\_\_\_\_

Amount \_\_\_\_\_

Containment (culture slant/plate/slide; frozen, etc.) \_\_\_\_\_

Shipping Destination \_\_\_\_\_

Special Shipping

Requirements \_\_\_\_\_

Do you plan to transport this material in a university vehicle? \_\_\_\_\_

Payment:

Cost Center Number \_\_\_\_\_

CONTACT INFORMATION

Print name \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_

Signature \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Department \_\_\_\_\_ Campus Address \_\_\_\_\_

Building \_\_\_\_\_ Room Number \_\_\_\_\_