|  |
| --- |
| Contact information Sender |
| Company name  Contact person |            | Email address |       |
| Sender name |       | Phone number |       |

|  |  |  |
| --- | --- | --- |
| Sample information  |  |  |
| Article name  |       | Batch number  |       |
| Sample Type | [ ]  Excipient [ ]  Drug substance[ ]  Drug product[ ]  Medical device[ ]  Other:       | Safety considerations / restricted compound*(provide MSDS at first shipment to SHU)* | [ ]  Antibiotic[ ]  Cytotoxic[ ]  Opioid[ ]  Precursor[ ]  Other:       |
| Priority | [ ]  Normal *(≤ 10 days when supplies are available)* | [ ]  Priority*Only on advance notice, confirmation by SHU required.* |
|  |  |  |
| Storage conditions  | [ ]  Frozen (≤ -20 °C)[ ]  Cooled (2 – 8 °C)[ ]  Ambient (15 – 25 °C)[ ]  Protected from light[ ]  Other:       | Sample size and/or container number      g - mL       pieces |
| Temperature logger enclosed:[ ]  Yes [ ]  No  | If yes, return address:       |
| Project Type | [ ]  Routine[ ]  Development[ ]  Verification / validation[ ]  Stability[ ]  Other:       | Technical attachments and references | [ ]  None[ ]  Reference standards[ ]  Certificate of Analysis[ ]  Analytical / pooling instructions[ ]  Other:       |

|  |  |
| --- | --- |
| Commercial information |  |
| Purchase order number |         [ ]  N/A | Quote number |         [ ]  N/A |

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| **Sample and test information** |
| **Method of analysis:** [ ]  EP [ ]  USP [ ]  BP [ ]  Other:       |
| **Tests:**  | **Specify sample container number (individual/pool):** |
| [ ]  Full analysis | #       |
| [ ]  Identification | #       |