



Santa Fe Springs Life Sciences

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Analytical Request Form

SFS-VCD-0014, Rev:002

Apply Job
Number Label

Project: _____

Send Report To

Contact: _____

Company: _____

Address: _____

E-mail: _____

Phone: _____

Send Invoice To

AP Contact: _____

Address: _____

E-mail/Phone: _____

Purchase order: _____ **Required**

Quote: _____

Please note that scheduling of analytical services will not begin until receipt and/or clarification of all required information

Turnaround Time (business days):

☐ Normal 10 days (routine analyses)

☐ Rush 7 days

☐ Rush 5 days

☐ Rush 3 days

☐ Rush 1 day

Rush
fees will
apply

Storage

☐ Ambient/Room Temperature

☐ 2 to 8 °C

☐ -15 to -25 °C

☐ -70 to -90 °C

Analysis Type - Regulatory Requirements

☐ FDA Regulated (cGMP)*

☐ NON-GMP/R&D Testing

☐ Method validation, verification or transfer

☐ ISO 17025**

☐ Other: _____

*Method transfer and/or validation services are available on request and are the responsibility of the client.

** Only applicable to analysis listed on ISO 17025 Scope.

Sample Information

☐ Controlled substance, Schedule: _____
(Send copy of 222 Form)

☐ Toxicological Hazard

☐ Oxidizer/Explosive Flammable

☐ Light Sensitive

☐ Hygroscopic/ Air Sensitivity

☐ OEL/PEL/TLV/REL

☐ PPE Code: _____

Reporting Options

☐ CofA/Report (sent by E-mail)

☐ QA Data Pkg (extra fee)

☐ Send by Mail (extra fee)

☐ Spectra/Chromatograms

Sample Identification and Testing Information (Attach separately if space is not sufficient)

No. of Units	Qty. (g)	Sample ID for Report (Name, Lot#, ID#, etc...) <u>Must match sample label.</u>	Matrix	Test Name, Method and/or Compendia Reference	Test Specifications And/or Reporting Instructions. Required for all GMP work.

Comments and precautions: (SDS must be included with all samples)

Samples will be disposed of 30 days after invoicing, except for regulated substances samples. All raw data will be destroyed of after 7 years. By completing this form, or submitting samples for analysis, or by authorizing to perform the services, including but not limited to the issuance of a purchase order, shall indicate acceptance of the Element Materials Technology Pharma US LLC Terms Conditions of service and terms of the quote. Any other modified terms and conditions, including those identified in Client's purchase order are expressly rejected, unless otherwise agreed to in writing by an authorized representative of Element. In the event that the parties have executed a services agreement, the terms of such executed agreement shall govern. Cancellation fee may apply. For any Rush 1-5 Day requests; samples will need to be received before 10am. Samples received after 10am will have one day added to the requested turnaround time.

Testing Authorized by (Client):

Company:

Date:

Received by (Element sample reception):

Received From:

Date: