Hazardous Materials Shipping Request Form
Domestic and International Shipment

Must be submitted a minimum of 72 hours prior to desired shipping date. Some materials require special packaging and may not be available to ship within 72 hours.

For specific instructions on filling in this form, please contact Risk Management and Safety at 631-5037. Return completed form to Risk Management and Safety at Fax: 631-8794 or email: bognar.6@nd.edu

Shipper Information
*Name _________________________________
*Phone __________________________
* PI/Lab Group __________________________
*Department ______________________
*Email _________________________________
* Desired Shipping Date_________________

Recipient Information
*Company Name __________________________
*Contact Name ____________________
*Address 1 _________________________________________________________________
*Email __________________________
*Address 2 ________________________________
*City _________________________    *State ________ *Postal Code ________________
*Country _________________________
*Telephone _____________________________

Package and Shipment Details
* Chemical Name(s) _____________________________________________
* Amount of Chemical: ____ g ____ mg ____ L ____ mL

* Chemical State:     [ ] Solid  [ ] Liquid  [ ] Gas
*Container Type:     [ ] Glass  [ ] Metal  [ ] Plastic

*Biological Agent Name _________________________________________________________

*Select the type of hazard below

- Flammable Gas
- Flammable Liquid
- Flammable Solid
- Radioactive Material:
- Non-flammable gas

Isotope ________ Activity _____________ [uCi] [mCi] [Bq] [mBq]
Isotope ________ Activity _____________ [uCi] [mCi] [Bq] [mBq]
Isotope ________ Activity _____________ [uCi] [mCi] [Bq] [mBq]

*Select FedEx Service by circling desired:
- Int’l Economy
- Int’l Priority
- Domestic First
- Domestic Priority
- Domestic Std.
- FedEx 2-Day

*Shipment Declared Value (US$) ____________________

Please read the following and sign below:

I certify that the hazardous material I am presenting for shipment is described truthfully to the best of my ability. All information provided is complete and accurate to the best of my knowledge. I accept full responsibility for the description of the hazardous material to be shipped.

*Requester’s signature: ___________________________________

* indicates a required field for respective materials being shipped