

Purchase Order 'Zf'; 65 'GjH'

Customer Details

Contact person (First & Last Name):

Company:

Street / PO Box:

ZIP / City / Country:

Phone:

Fax:

email:

Date:

Signature:

Required information for accounting:

(e.g. order number; reference number, project number, test number)

Additional information for accounting:

(e.g. quotation number, cost center)

Reference to former orders:

(e.g. order number, report number)

Sample labeling

Product	Batch/Article-/Product-No.	Sample number
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

Quality standard

(c)GMP non-GMP (R&D)

Test instruction

- Ph.Eur.
- USP/NF
- others (e.g. in-house, Customer)

Specific risks

- none unknown
- cytostatic drug or hormone
- canbero-, terato- or mutagenic
- explosive
-

Storage conditions

- Room temperature
- 5 ± 3 °C < -20 ± 5°C
- protected against humidity
- protected against light
-

Order description, application / scope, further details

Type of order

- Single determination Double determination
- Method development or optimization (R&D)
- Method validation
- Method transfer Quality control analytics
- Stability study
- Reference substance Packaging material testing

Parameter

Specification

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Sample amount

- Dispose remaining sample
- Return remaining sample (subject to charge)

Report

- Standard analytical report
- Analytical report with figures / printouts

Archiving

- Raw data stored at contractor
- Raw data sent to customer

Finishing date (at the latest)

- Standard*
- Urgent 6 - 10 working days* (with surcharge)
- Very urgent < 6 working days* (with surcharge)

Additional information (e.g. chemical structure)

Enclosures (e.g. Customer SOP, Test instruction, MSDS, specification sheet):

*after receipt of samples and written order