

Instructions for the **Electronic Material Transfer Information** form

1. Place your cursor under the Institution/Company field
2. TYPE in your Institution/Company name.
3. TAB to the next field on the form and type in the required information.
4. Continue using the TAB key to navigate to the next field.
5. Continue to TAB through the rest of the form and complete the required information.
6. You can save the document and email it to info@researchdiets.com or print and **FAX** it to **732-247-2340**.
7. Please use a separate form for each compound.

MATERIAL TRANSFER AND INFORMATION FORM



Please FAX this document before shipping and include original copy with your material. Thank you.

To: **Research Diets, Inc.**
 20 Jules Lane
 New Brunswick, NJ 08901 USA
Fax: 732-247-2340
 Phone: 732-247-2390

Customer Information					
INSTITUTION/COMPANY _____			PRINCIPAL INVESTIGATOR _____		
ADDRESS _____			Phone Number _____		
CITY _____	STATE/PROVINCE _____	ZIP/POSTAL CODE _____	EMAIL _____		

Material Information					
(Please use a separate form for each compound)					
MATERIAL NAME _____			STORAGE/STABILITY CONDITIONS		
# OF PACKAGES _____			<input type="checkbox"/> AMBIENT <input type="checkbox"/> LIGHT SENSITIVE <input type="checkbox"/> 4-8 C <input type="checkbox"/> HEAT SENSITIVE <input type="checkbox"/> LESS THAN 0 C <input type="checkbox"/> OTHER: _____		
TOTAL NET WEIGHT _____			<input type="checkbox"/> SOLID <input type="checkbox"/> LIQUID FINE POWDER GRANULAR TABLET		
VALUE (USD) * (REQUIRED) _____			<input type="checkbox"/> WATER SOLUBLE <input type="checkbox"/> ALCOHOL SOLUBLE <input type="checkbox"/> OTHER: _____		
LOT NUMBER _____			EXPIRATION DATE _____		
GROSS WEIGHT _____					

Unused Material/Empty containers returned to: Unused material and/or empty containers are routinely returned.
 (Return address)

MSDS available? Yes No If yes, please attach. If no, please fill out below:

Handling Instructions/ Special Precautions: (e.g. gloves, mask, etc.)
Health Hazard Data: (e.g. possible toxin, etc.)
Other Information:

Completed by: NAME _____ TITLE _____ DATE _____

* We safely and successfully add unique and valuable compounds to specified diets. Doing so is not without hazard; on occasion your compound may be lost during our production process. We routinely maintain the very high diligence necessary to prevent such loss, but it still may occur. For example, your compound could be lost on its way to us, arrive in a broken container, be dropped or spilled by us during storage or production, be added to the wrong diet or at the wrong level, be lost or destroyed during our production processes, packed correctly but mislabeled, or lost in shipment to you. We know the most likely outcome is that you will receive the diet exactly as you specified. By specifying the value of the compound, you help us maintain our focus and increase the likelihood of successful diet production. It does not however, guarantee that we will not lose your compound. We will maintain very high diligence while handling your compound. However, by transferring your compound to us, we do not accept final responsibility for it, you retain that. In the very unlikely event that we lose your compound, we will not replace it.