

University of Alaska Fairbanks  
Hazardous Materials Shipment Request Form

**Instructions:** Complete the following questionnaire and submit to your Lab Safety Manager. *In the event that your department does not employ an individual that is trained and certified to prepare hazardous materials shipments, please fax the request form to UAF Environmental, Health, Safety and Risk Management (fax # 474-5489).*

Note: In addition to chemical substances, the hazardous materials shipping regulations include such items as: batteries, internal combustion engines, dry ice, diagnostic specimens, etc. A searchable copy of the regulations is available at: <http://www.myregs.com/dotrspa/>

Shipped From: (include department name, street address, point of contact and phone number)
Shipped To: (include name, street address, point of contact and phone number)
Special shipping requirements (ie., cold packs, dry ice):
Preferred shipping method and carrier: (ground transport, air transport) via:
Proposed date for shipment:
Will a return shipment of these materials be required? (Yes) (No)
<b>Material Description</b> (please complete questions 1 thru 5 for each individual substance)
1) Name of Material:
2) Physical state (ie., solid, liquid, gas, semisolid)
3) Quantity of material (per container):
4) Total quantity of material to be shipped:
5) Describe how the material is currently packaged (ie., glass, plastic, metal, fibreboard; original packaging, etc.):

*Please identify additional materials for this shipment on the attached continuation sheet.*

Hazmat Shippers Request Form submitted by: \_\_\_\_\_  
Page 1 of \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

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