

## 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](mailto: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 EMAIL this document before shipping and include original copy with your material.

We cannot start production of your diets without this completed form.

**To: Research Diets, Inc.**  
 20 Jules Lane  
 New Brunswick, NJ 08901 USA  
**info@researchdiets.com**  
 Phone: 732-247-2390

## Material Return Address

INSTITUTION/COMPANY _____  BUILDING _____ ROOM # _____  STREET ADDRESS _____  CITY _____ STATE/PROVINCE _____ ZIP/ POSTAL CODE _____	Attention to: _____  PHONE NUMBER _____  EMAIL _____
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## Material Information

(Please use a separate form for each material)

MATERIAL NAME _____	ORIGINAL MANUFACTURER _____	STORAGE/STABILITY CONDITIONS	
# OF PACKAGES _____	LOT NUMBER _____	ROOM TEMPERATURE _____	LIGHT SENSITIVE _____
TOTAL NET WEIGHT _____	GROSS WEIGHT _____	4-8 C _____	HEAT SENSITIVE _____
VALUE (USD) _____	EXPIRATION DATE _____	-20 C _____	OTHER: _____
COMPOUND PURITY (e.g. 50%, 100%) _____		SOLID _____ LIQUID _____	WATER SOLUBLE _____
		FINE POWDER _____ CAPSULE _____	ALCOHOL SOLUBLE _____
		GRANULAR _____ TOTAL # _____	OTHER: _____
		TABLET _____	

### How are we to use the material you sent us?

Use it all (maximize quantity of diet)

Only use amount needed for the order (please send us 10% more to account for losses during pelleting)

**RDI Contact Name:**

**Quote # if available:**

Any remaining material will be returned to you  
 (at the above Material Return Address)  
 at your cost.

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:** (Please list any known and potential health concerns)

**Other Information:**

**IF YOU ARE UNSURE ABOUT THE HEALTH CONCERNS OF YOUR MATERIAL, PLEASE DISCUSS THIS WITH US BEFORE SENDING IT, AS IT MAY PREVENT US FROM HANDLING YOUR MATERIAL.**

Duties and taxes must be billed to shipper when sending compounds from abroad.

**Completed by:**    NAME \_\_\_\_\_    TITLE \_\_\_\_\_    DATE \_\_\_\_\_