



# Analytical and Biochemistry Services Sample Submission Form

*Please print this form and include it with your sample and MSDS. Use a separate form for each compound. MSDS and payment information are required for sample analysis.*

Shipping Date \_\_\_\_\_  
 Name of Submitter \_\_\_\_\_  
 E-mail \_\_\_\_\_  
 Purchase Order # \_\_\_\_\_  
 (P.O. or other payment info is required to initiate testing.)  
 Other Billing Info. \_\_\_\_\_  
 Number of Samples \_\_\_\_\_

Company \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone \_\_\_\_\_  
 Fax \_\_\_\_\_  
 Name of Compound \_\_\_\_\_  
 (If necessary for data analysis, please attach structure.)

**Storage conditions:**

- Ambient
- Refrigerator
- Freezer
- Light sensitive

**Classification:**

- Normal
- High Potency Compound (OEL  $\leq$  30ng/m<sup>3</sup>; 25% surcharge plus sample handling charges)
- Controlled Substance (DEA Schedules II, III, IV; 25% surcharge)

**Molecule Type:**

- Small molecule organic
- Peptide/Protein/Oligonucleotide
- Inorganic
- Contain element heavier than Cl?

If sample requires refrigeration, how long may it be kept at ambient conditions during sample prep and analysis (default is 8 hours)? \_\_\_\_\_  
 Other safety/handling information: \_\_\_\_\_

### Standard Turnaround Analyses Requested

Lot number	Weight	XRPD	VT / VRH XRPD	Single crystal structure	IR	Raman	TGA	TG-IR	DSC	mDSC	Vapor Sorption /Desorp.	Light Microsc.	Hotstage Light Microscopy	Dynamic Light Scattering

### Standard Turnaround Analyses Requested

Lot number	Weight	Malvern Particle Size	BET Surface Area	Karl Fischer	Mass Spec.	SEM	EDX	pKa-logP/logD	Amino Acid Analysis	N-terminal sequencing	MALDI-TOF MS	SDS-PAGE	Endotoxin (LAL)

### Rush or Urgent Turnaround Analyses Requested

Lot number	Weight	XRPD	IR	Raman	TGA	DSC	SEM	Light Microscopy

\*SSCI will fax or e-mail your analytical results within 1 or 3 business days of receiving sample, MSDS, and PO number. Contact SSCI for availability of Rush Service for other analytical techniques.

### NMR Spectroscopy Requested (turnaround times may vary)

Lot number	Weight	1D Liquids							2D Liquids		1D Solids							
		<sup>1</sup> H	<sup>13</sup> C	<sup>19</sup> F	<sup>29</sup> Si	<sup>31</sup> P	Other nucleus	solvent	Est. solubility	Specify experiment	<sup>13</sup> C	<sup>19</sup> F	<sup>29</sup> Si	<sup>31</sup> P	Other nucleus	CP/MAS	MAS	Other expt

**Other Analyses Requested:**

**Analysis Conditions:**

Standard analysis conditions will be used unless otherwise specified. Please state any specific instrumental parameters or experimental methods to be used:

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Please indicate purpose of analyses  General Information  FDA Submission  Lot Release\*

\* Lot release analysis under GMP often requires a validated, product-specific method.

Has SSCI analyzed this compound for your company before?  Yes  No

Should SSCI compare present data to that from samples previously analyzed by SSCI?  Yes  No

If yes, please include the report number(s) and/or lot number(s) of the samples to be used for comparison. An hourly charge will be incurred for this service (1-hour minimum). Non-interpretative reports are not available if data comparison is desired.

Report Number \_\_\_\_\_

Lot Number \_\_\_\_\_

Comments \_\_\_\_\_

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**Report and Priority Options**

**Interpretative.** Billed at analysis plus data interpretation cost.

**Service requested:**

- Standard turnaround (typical report time is 7-10 business days)
- 1-day Urgent Service for XRPD, IR, Raman, SEM, TGA, or DSC  
(50% surcharge; results via e-mail or fax by next business day; report within 4 business days)
- 3-day Rush Service for XRPD, IR, Raman, TGA, or DSC  
(25% surcharge; results via e-mail or fax in 3 business days; report within 5 business days)
- Rush Service for other techniques (contact SSCI for availability, cost, and time)

**Non-interpretative.** Available for XRPD, IR, Raman, TGA, DSC, NMR, SEM, moisture sorption, surface area, and particle size.

**Service requested:**

Billed at analysis cost only.

- Standard turnaround (typical report time is 5 business days)
- 1-day Urgent Service for XRPD, IR, Raman, SEM, TGA, or DSC  
(50% surcharge; results via e-mail or fax by next business day; non-interpretative report within 3 business days)
- 3-day Rush Service for XRPD, IR, Raman, SEM, TGA, or DSC  
(25% surcharge; results via e-mail or fax in 3 business days; non-interpretative report within 4 business days)

**Should SSCI send your signed report via e-mail (PDF) or fax?**

Yes  No

The signed hardcopy will be shipped by standard courier.

\_\_\_\_\_ (E-mail address or fax number)

**Shipping:** Send your samples, an MSDS and a Sample Submission Form with PO number to:

**Sample Receiving  
SSCI, A Division of Aptuit  
3065 Kent Avenue  
West Lafayette, IN 47906-1076**

**Phone: 765-463-0112 or 800-375-2179  
Fax: 765-463-4722  
E-mail: [info@ssci-inc.com](mailto:info@ssci-inc.com)**

SSCI accepts sample deliveries Monday to Friday, except holidays, from 8:00 AM until 4:00 PM (Eastern). To deliver a sample at an alternative time, please call and arrange in advance, (800) 375-2179 or (765) 463-0112.

**Sample Disposition**

- Please return sample(s) by FedEx Ground at no additional cost.
- Please destroy samples no less than 30 days after completion of project. A sample destruction fee of \$150 will apply.  
(If no box is checked, sample will be returned at no additional cost.)

Invoicing will occur upon completion of sample analysis and is to be paid according to the terms stated on the invoice.

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*For internal use only:*

Date and time samples received at SSCI: \_\_\_\_\_

By: \_\_\_\_\_