

# HMSC SHIPPING FORM

Index Number: \_\_\_\_\_

Is this an overnight shipment?  Yes

If overnight, what time does it need to arrive?

8:30 am     10:30 am     3:00 pm

Is this an international package:  Yes  No

Billing to recipient?  Yes  No

Billing to third party?  Yes  No

Account # \_\_\_\_\_

Third Party Billing Address: \_\_\_\_\_

## PREFERRED CARRIER:

Fedex     UPS

## SHIPPING OPTIONS - Please select one:

Early AM Delivery (8:30 am expensive)

Next Day Air

2nd Day Air

Three Day Select

Ground-including Alaska and Hawaii

Int'l Express

Int'l Expedited

Int'l Ground (Canada/ Puerto Rico only)\*

\*UPS only

## Additional Services:

Delivery Confirmation

Signature Confirmation

Saturday Delivery

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Department: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## The following information is required for all packages

\*\*Contents: \_\_\_\_\_

This is a Hazardous Material

Does this package need insurance?

This is NOT a Hazardous Material

Yes  No Amount: \_\_\_\_\_

Dry Ice \_\_\_\_\_ Kg.

Value: \$ \_\_\_\_\_

Diagnostic Specimen

What type: \_\_\_\_\_

Does this package contain lithium batteries?

Yes

No

**Note: Battery Requirements - See back of form**

*Hazardous materials packages (flammable, corrosive, reactive, oxidizing, explosive, toxic, radioactive, biologically infectious materials and compressed gasses) must be processed by trained HMSC Personnel only.*

**SEND TO: RECIPIENT NAME, STREET ADDRESS AND PHONE NUMBER**

**REQUIRED FOR UPS & FEDEX (No P.O. Boxes)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Phone No. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Zip Code

**FOR ALL TYPES OF BATTERIES:**

1. MSDS from manufacturer for the type of batteries
2. Voltage
3. Milli - ampre - hours (mAh) - Lithium
4. Number of Batteries
5. Total grams
6. Batteries contained in equipment?  
Batteries only?  
Batteries packed with equipment but not contained?