



## Shipping Document

*Please, enclose this document in the package.*

Name, batch and storage conditions must match exactly with the certificate of analysis and with the labels on the container used for shipment. Failure to comply may be regarded as an exclusion in GLP compliance by regulatory authorities (\*OECD 19).

|   |         |                              |    |
|---|---------|------------------------------|----|
| <b>Identification number</b><br>(Quotation number / confirmation of order / project number of LAUS) |         |                              |    |
| <b>Name of test item/<br/>Trade name</b><br>(if available CAS number)                               |         |                              |    |
|   | CAS no. |                              |    |
| <b>Contact person</b><br>(name and email address)   |         |                              |    |
|   |         |                              |    |
| <b>Storage conditions</b><br>(will be stored at room temperature (20 ± 5 °C) if nothing is stated)  |         | room temperature (20 ± 5 °C) |    |
|   |         | fridge (2 - 8 °C)            |    |
|   |         | freezer (-25 - -15 °C)       |    |
|   |         | keep under inert gas         |    |
|   |         | other                        |    |
| <b>Datalogger included?</b>   | yes     |                              | no |

\* OECD Series on principles of Good Laboratory Practice and Compliance Monitoring, Number 19; Advisory Document of the Working Group on Good Laboratory Practice on the Management, Characterisation and Use of Test Items (2018)



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### Shipping Instructions

*Please, go through the following checklist before shipping.*

#### How to fill in the LAUS substance data sheet:

- The pdf document you have received is compatible to all common pdf-programs and also editable
- Please insert the information at the appropriate place indicated electronically
- Please use the formatting template within the document (e.g. expiry date)
- Save the pdf document directly (*without signature*) and send it as an attachment with the other necessary documents via e-mail to [info@laus.group](mailto:info@laus.group)
- You do not need to sign the document

#### Labelling of the vessel containing the test item:

- Please label at least with the following:
  - ✓ **Name**
  - ✓ **Net weight**
  - ✓ **Batch**
  - ✓ **Storage conditions**

#### Packaging:

- Make sure to choose a suitable container based upon available compatibility and stability information (e.g. plastic, glass, light protection, thermo regulated, etc.) and select prior to shipment (\*OECD 19).
- Consider proper shipment conditions (ice / dry-ice if necessary)

#### Required documents to be included in the package:

- Safety Data Sheet (English version)
- LAUS Shipment Document

#### Customs handling (for non-EU members):

- EORI-no. 6724760

#### Shipment address:

LAUS GmbH  
Test Item Administration Office  
Auf der Schafweide 20  
67489 Kirrweiler, Germany