**Instructions:** This form must be completed electronically using Microsoft Word. Upon completion, please print this form, then sign and date it at the bottom. If you have any questions, please reach your usual contact at NAMSA or a Technical Advisor at +33 478 079 234 for France. Thank you for your business. **Required fields are bolded**; information in these fields must be completed before your order can be processed. Please complete a separate form for each set of samples submitted.

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| **Sponsor Information** | | | | | | | | |
| **Ship To Information** (final report will be mailed to this address) | | | **Bill To Information**  Same as Ship To Information | | | | | |
| **Company Name:** |  | | **Company Name:** | | | |  | |
| **Contact:** |  | | **Address:** | | | |  | |
| **Address:** |  | | **City, State, Zip:** | | | |  | |
| **City, State, Zip:** |  | | Country: | | | |  | |
| Country: |  | | Phone (Accounts Payable): | | | |  | |
| **Phone**/Fax**:** |  | |  | | | | | |
| **E-mail:** |  | | **Proposal Number:** | | | | | |
| **Method of Payment**  Purchase Order  **Purchase Order Number :** | | | | | | | | |
| **Test Article Information** | | | | | | | | |
| **Name**\* | |  | | | | | | |
| **Reference\*** | |  | | | | | | |
| **Batch/Code/Lot ID**\* | |  | | | | | | |
| Physical Description\* | |  | | | | | | |
| **Type** | | Choose Type If Other, please describe: | | | | | | |
| **Intended Clinical Use** | |  | | | | | | |
| Countries/Regions that test data will be submitted to | | FDA (US)  Notified Body (Europe)  Other:  CFDA (China)  MHLW (Japan)  Not known | | | | | | |
| **Sterilization\*** | | Sterile – Choose Process  Not Sterile  Aseptically Prepared  NAMSA to Sterilize (Steam – Additional fee will apply)  Choose Time/Temp If Other, please describe: | | | | | | |
| Special Instructions (preparation, handling, part to be removed…) | |  | | | | | | |
| Can be Cut | | Yes  No (cutting can expose inner surfaces – cutting will destroy the test article) | | | | | | |
| Is an absorbent | | Yes  No | | | | | | |
| **Composition** | |  | | | | | | |
| **Safety Data**  Mandatory for liquid, gel, powder, paste, cream and/or if belongs to the type Chemical, Pharmaceutical or Biologic | | MSDS is provided  MSDS is not provided, safety data are indicated in the “Special Instructions” section  Not Applicable, the test article is a solid Medical Device without safety concerns | | | | | | |
| **Quantity Submitted** | |  | | **Storage Conditions\*:** Choose Temperature | | | | |
| **Disposition\*** | | | | | **For test article to be returned:** | | | |
| Discard used and unused test article | | | | | Choose carrier Other: | | | |
| Return unused test article (additional fees will be applied) | | | | | Account #: | | | |
| Return used and unused test article (additional fees will be applied) | | | | | Special handling instructions: | | | |
| **Test Article Extraction Information** | | | | | | | | |
| **Extracts to be Prepared by:** | | Choose Ratio  When needed, NAMSA might adapt the ratio | | | | **Test Article Surface Area\*:** | | cm2 |
| **Test Article Weight:** | | g |
| **Extraction Conditions**  (the highest temperature that will not degrade the test article is recommended) | | **Cytotoxicity**  Choose Time/Temp  If Other, please describe:  Other conditions to be justified. The extraction time may be less than 24h but no less than 4h | | | | **Other Tests**  Choose Time/Temp  If Other, please describe:  Other conditions to be justified | | |
| \*This information may appear on your final report. | | | | | | | | |

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| **Reminder** (will automatically be fulfilled before printing) | |
| **Test Article Name:** |  |
| **Test Article Reference:** |  |
| **Batch/Code/Lot ID:** |  |

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| **Test Article Characterization** | | |
| The Sponsor assures the above test article has been characterized for identity, strength, purity, and composition as required by Good Laboratory Practice Regulations. Stability testing is the responsibility of the Sponsor and is subject to authorities’ audit. Test Article Characterization definitions are available for download in PDF on our website: [How to Address a Sample Submission Form](https://www.namsa.com/wp-content/uploads/2017/04/Lyon-How-to-address-Sample-Submission-Forms.pdf) . | | |
| **Stability before opening packaging** | | Stability testing is in progress and sponsor affirms that test article is stable for duration of intended testing.  Stability testing is complete and on file with Sponsor.  Stability Expiration Date (required):  Marketed product stability is characterized by its labeling. Label with expiration date must appear on the product.  Stability Expiration Date (required): | |
| **Stability after opening packaging** | | Stability after opening packaging is:       Choose one  Stability after opening packaging is not applicable | |
| **Mixture Analysis** | | Analysis is not necessary due to test article being a solid, powder, gel, or liquid being extracted or tested as received (mixture with a carrier not needed).  Sponsor will perform analysis on representative aliquots provided by NAMSA. Results must be provided to NAMSA | |
| **Homogeneity** | | Test article is a homogeneous gel, liquid or powder.  Test article is a non-homogeneous gel, liquid or powder. Instruction before use to assure homogeneity:  Homogeneity is not applicable because no sampling is performed before testing or the test article is a solid. | |
| **Has active ingredient?** | | Yes | Active Ingredient: |
| Strength: |
| Purity: |
| No |  |

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| Please print this form and sign. **Signature must be handwritten.** | |
| Sponsor Signature: | Date: |

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| **Shipping Information** | |
| Please, include a signed copy of this form and ship to the facility as designated below. Thank you for your business. | |
| Germany Facility:   * Chemical Analysis * Chemical Characterization | France Facility:   * *In Vitro* Toxicology * *In Vivo* Toxicology * Antimicrobial and Microbiology Specials * Microbiology (Bioburden, Sterility, LAL) |
| NAMSA Laboratory Services GmbH  Attention: Samples reception  Glanzstoffstr. 1  63906 Erlenbach  Germany | NAMSA  Attention: Samples reception  115 Chemin de l’Islon  38670 Chasse sur Rhône  France |