<table>
<thead>
<tr>
<th>Date:</th>
<th>Picked up by:</th>
</tr>
</thead>
</table>

Signature Required:

<table>
<thead>
<tr>
<th>Statement Required</th>
<th>To Be True and Correct</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Chemical (Each Container)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Quantity (L or Kg)</th>
<th>Water (EXAMPLE)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Bottle #</th>
</tr>
</thead>
</table>

For disposal of hazardous waste, use the following instructions:

1. List the volume of waste (L or Kg) of each component in each container.
2. A container with 10% Formaldehyde in Water should be documented as 0.10 L of Formaldehyde and 0.90 L of Water on the waste form. See the section for Hazardous Waste for complete instructions.

Date: ____________  Phone: ____________  Account Number: ____________

Department: ____________  Location: ____________  Primary Investigator: ____________

Form: ____________  Date: ____________  Yes: ____________  No: ____________

ID #  Year #  PI #  Pick Up #
Instructions

Preparation of Materials:

1) All chemicals, except those outlined in the Chemical Compatibility section of CASE’s Chemical Safety Manual, must be disposed of through the University’s Hazardous Waste Program.

2) Write “Hazardous Waste” on containers of outdated chemicals, chemicals no longer required, or waste resulting from a laboratory process. List the names of the waste chemicals and the amounts of each chemical on the label and the waste form.

3) Containers which meet the definition “Hazardous Waste” require the words “Hazardous Waste” to be written on the container. These containers must have the following labeling information as well:
   a. Primary Investigator’s Name / Contact Name
   b. Building Name and Room Number
   c. Telephone Number
   d. Account Number
   e. Date container is filled
   f. Bottle Number—Each container is on a separate line and numbered sequentially
   g. Content of the container—DO NOT ABBREVIATE CHEMICAL NAMES

4) Do NOT write the words “Hazardous Waste” on bottles that contain original, uncontaminated reagent that has not reached the expiration date. These containers may be recycled.

5) Do NOT combine wastes.

6) Signature is required for processing.

7) Deliver or mail completed form (DO NOT FAX) to Safety Services, Service Building, First Floor; Location Code: 7227. For further information, contact Safety Services office at 368-2907. FAXED FORMS WILL NOT BE ACCEPTED.