

# Decontamination Report



## Sender's Details

Contract number*	
Company/Instit.	
.Dept.	
Name	
E-mail	
Tel.	
Street address	
Postal code and Town	

## Return Address Same as Sender's Address \* Applicable if a contract exists

Company/Instit.	
Street address	
Postal code and Town	

## Billing Address Same as Sender's Address Same as Return Address

Company/Instit.	
Address	
Postal code and Town	
Reference/ Sender's name	

Testing is performed using standard Sartorius tips and forward pipetting. If you normally use another brand of tips, please send some of those tips as well. When sending other than Sartorius pipettes, include the tips normally used, and in the case of electronic pipettes, include their charger.

### Dispatch Instructions

1. Clean the outside of the pipette using a soft lint-free cloth and 70 % EtOH.
2. Complete this Order Form/Decontamination Report carefully and place the printout in the package with the pipette(s). List all the pipettes being sent in for service, and the necessary extras, such as other brand tips.
3. Pack the instruments, and accompanying accessories with suitable packaging material to prevent the contents from getting damaged during transportation. Include the completed Order Form/Decontamination Report.
4. Address the package to: Sartorius Biohit Liquid Handling Oy / Pipettihuolto, Laippatie 1, 00880 Helsinki, Finland.
5. Dispatch the package to Sartorius Pipette Service

### Note!

**Remember to list all the accompanying items.**

Submit to your nearest  
Sartorius service office.

**The following pipettes are being sent for service:**

Select the level of service

Serial no.	Pipette make and model	Select the level of service					Comments
		1 10 measurements in 1 volume	2 10 measurements in 2 volumes	3 10 measurements in 3 volumes	4 Accreditation certificate	5 According to contract	

Maintenance & Calibration 1-3: Include performance test reports  
 Maintenance & Calibration 4: Accredited calibration certificates (per ISO 17025:2005) are charged separately according to the current pricelist  
 Maintenance & Calibration 5: Customer with a service contract

I declare that the above information is correct and that, to the best of my knowledge the pipettes are safe to handle and free from contamination: any blood or serums, body fluids, pathological specimens, carcinogens, toxins, hazardous chemicals or radioactive substances.

Signature \_\_\_\_\_

Date \_\_\_\_\_