

**University of Maryland
Radiation Safety Office
Radioactive Materials Order Form**

Use this form to request the purchase of **radioactive material** using Departmental Purchasing Cards. Upon completion of this form, forward a copy to the Radiation Safety Office, Chemical & Nuclear Engineering, Room 2124, Building 090. You may **(1)** fax your form to our office using the fax# (301)-314-1487; **(2)** send a copy through campus mail; or **(3)** have someone hand deliver the order to our office. Your order will be placed by the Radiation Safety Office staff using the purchasing card number you indicate in the space provided.

(Please print)

Date	Name of Cardholder
UM Purchasing Card Number	Expiration Date
Department Phone Number	Business Manager <u>Signature</u>

(Description of items)

Vendor Name	Catalog Number
Product Name	Activity (amount) _____ uCi _____ mCi
PI Name (print)	

The Radiation Safety Office will forward the invoice and packing list that comes with the product to the Business Manager of your department.

This request for radioactive material will **NOT** be processed without a proper signature and description of item. If you have any questions please contact the Radiation Safety Office staff at (301)-405-3985