

ANIMAL REQUEST FORM for URAR - LS

DATE:		AUP No:	
INVESTIGATOR:		PHONE No:	
DEPARTMENT:		PI's EMAIL:	
ACCOUNT NAME:		USER's NAME:	
ACCOUNT NUMBER:		USER's EMAIL:	
DATE REQUIRED:		USER's PHONE No:	
DELIVER TO:		SUGGESTED VENDOR:	

***The account listed above will be billed for all procurement and all monthly per diem charges unless notification is given by the user.*

 Animal Orders must be submitted to the Animal Resources-LS main office a week prior to the delivery date.
**Jackson Labs, NCI, and Harlan Laboratories orders are due by 5 pm MONDAY. Charles River Lab, Myrtle's
 Rabbitry, and Taconic orders are due by 5 pm TUESDAY.** Orders can be faxed to 706-542-0149 or delivered to
 C124 Life Sciences Building. **DO NOT GIVE ORDERS TO FACILITY SUPERVISORS!!!**

INDICATE **MOST** IMPORTANT

QUANTITY	SPECIES & TYPE OF HOUSING	STRAIN	SEX	AGE	WEIGHT	NUMBER/ CAGE

AUTHORIZED BY PRINCIPAL INVESTIGATOR: _____

 DO NOT WRITE BELOW. AR USE ONLY!

ORDER PLACED BY: _____ WITH: _____ VENDOR: _____

ORDER PLACED ON (DATE): _____ REFERENCE No: _____ PO No: _____

ANTICIPATED ARRIVAL DATE: _____ FACILITY: _____ RECEIVED ON: _____

NOTIFICATION SENT: _____ TOTAL COST: _____ MONTH BILLED: _____

ORDER NUMBER(S): _____