



# Change of Custody Request Form

**Instructions:** A separate form should be completed for incoming and outgoing events. Send completed forms to [biorepmon@kryosphere.com](mailto:biorepmon@kryosphere.com) to ensure expedited processing and support. Submitted documents **must** include a signature. The [Kryosphere LIM System](#) may be used as an alternative for request submission. As always, we appreciate your material and time.

Request Type			
Kryosphere Pickup/Delivery	Client Pickup/ Delivery	Domestic Shipment	International Shipment
<b>General Client Information</b>		<b>Request Urgency</b>	
Client Name:		Urgent, Same-Day Change of Custody ( <i>Fees May Apply</i> )	
Client Representative:		Standard, Change of Custody within 48-Hours	
Project/ Study Name:		Preferred Date:	
<b>Material Origination</b>		<b>Material Destination</b>	
Kryosphere    Other, Site Name: Physical Address:		Kryosphere    Other, Site Name: Physical Address:	
Attention:		Attention:	
<b>Handling Requirements</b>			
Transport/ Shipment Temperature Monitoring:		Yes	No
Manufacturing Status:	GMP Regulated Material	Non-GMP Regulated Material	R&D Material    Other:
Material State/ Conditioning:	Solid, No Change	Liquid, No Change	Liquid to Solid ( <i>Fees Apply</i> )    Solid to Liquid
SDS Available:	Yes ( <i>Please Attach</i> )	No	
Hazards:	Unknown ( <i>Potentially Infectious</i> )	Infectious, Category A	Infectious, Category B    None
Material Radioactive:	Yes	No	
USDA, CDC, IATA, or other Permits:	Yes	No	
<b>(For All Incoming Material) Material Storage Requirements:</b>		Dedicated Storage ( <i>Fees Apply</i> )	Shared Storage    N/A
<b>(For All Incoming Material) Airway Tracking Number:</b>			
<b>(For Domestic &amp; International Shipments) Total \$USD Value of Material:</b>			
Qty	Container Size	Description	
<b>Current Storage Temperature</b>		<b>Shipment/Transport Temperature</b>	
Ambient CRT +2-8°C -20°C -40°C -70°C -80°C LN2 Other:		Ambient CRT +2-8°C -20°C -70°C/-80°C ( <i>Dryice</i> )    Liquid Nitrogen ( <i>LN2</i> )	
<b>Kryosphere Storage Temperature</b>			
Ambient CRT +2-8°C -20°C -40°C -70°C -80°C LN2 Other:			
<b>Comments &amp; Special Requests:</b>			
<b>Client Chain of Custody Agreement</b>			
<i>I hereby declare that the contents of this consignment and all the information provided on this form are true and fully accurate. I certify that these materials are in all respects in proper condition for transport according to applicable local, state, national government and international regulations. I am aware that there are substantial penalties and fines associated with misrepresentation of the information associated with the shipment of hazardous materials. Kryosphere reserves the right to refuse transport of any materials determined to be in violation thereof.</i>			
Signature:			Date:
<b>For Kryosphere Staff Only</b>			