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14001 Weston Parkway, Suite 106

Cary, NC 27513

(919) 941-9999 | (919) 474-3152 fax | [www.kryosphere.com](http://www.kryosphere.com)

**CLIENT INFORMATION WORKSHEET**

|  |  |  |  |
| --- | --- | --- | --- |
| Client Name |  | Date |  |
| Physical Address |  | Billing Address/Invoice To |  |
| City |  | City |  |
| State |  | Zip Code |  | State |  | Zip Code |  |
| Primary Contact Name/Title |  | Billing Contact Name |  |
| Telephone # (Office) |  | Telephone # |  |
| Telephone # (cell) |  | Email Address |  |
| Email Address |  | Purchase Order No |  |
| *Invoices will be emailed to the Email Address(es) above unless other instructions provided below:* |
|  |
| Please provide a brief description of biological and/or other material being relocated by Kryosphere: |
|  |
| **For Controlled Temperature Freezer Relocations**  |
| Freezer Brand #1 |  | Freezer Brand #2 |  |
| Current Temp Setting |  | Current Temp Setting |  |
| Electrical Requirements | 110/115v or 208/220v | Electrical Requirements | 110/115v or 208/220v |
| Upright or Chest Style |  | Upright or Chest Style |  |
| Size – cubic feet |  | Size – cubic feet |  |
| http://internationalconfig.com/config_chart/configchart3.jpg |  |
| *Circle the Plug Receptacle that looks most like your freezer* | *Circle the Plug Receptacle that looks most like your freezer* |
| Freezer Brand #3 |  | Freezer Brand #4 |  |
| Current Temp Setting |  | Current Temp Setting |  |
| Electrical Requirements | 110/115v or 208/220v | Electrical Requirements | 110/115v or 208/220v |
| Upright or Chest Style |  | Upright or Chest Style |  |
| Size – cubic feet |  | Size – cubic feet |  |
| http://internationalconfig.com/config_chart/configchart3.jpg | http://internationalconfig.com/config_chart/configchart3.jpg |
| *Circle the Plug Receptacle that looks most like your freezer* | *Circle the Plug Receptacle that looks most like your freezer* |
|  |
| Freezer Brand #5 |  | Freezer Brand #6 |  |
| Current Temp Setting |  | Current Temp Setting |  |
| Electrical Requirements | 110/115v or 208/220v | Electrical Requirements | 110/115v or 208/220v |
| Upright or Chest Style |  | Upright or Chest Style |  |
| Size – cubic feet |  | Size – cubic feet |  |
| http://internationalconfig.com/config_chart/configchart3.jpg | http://internationalconfig.com/config_chart/configchart3.jpg |
|  |
| For additional freezers, please copy this page and complete |
|  |
| **Origination Information (location of freezers)** | **Final Destination Information** |
| Physical Address |  | Physical Address |  |
| Floor # |  | Floor # |  |
| Raised Loading Dock (Y/N) |  | Raised Loading Dock (Y/N) |  |
| Elevator (Y/N) |  | Elevator (Y/N) |  |
| Elevator weight limit (lbs) |  | Elevator weight limit (lbs) |  |
| Freezers containing client material, will client ensure all materials are secure in freezer or do you need Kryosphere to pack them securely (additional charges may apply)? |