TEST ITEM INFORMATION SHEET

(To be completed by study Sponsor and submitted with Test Item)

Fields which are marked with * are obligatory to perform the studies in compliance with GLP requirements

Absence of obligatory Information will result in a GLP deviation

1.	*Sponsor (Name and Address to be used in the report)	:			
2.	Manufacturer (Name and Address) (If different than 1 above)	:			
3.	Supplier (Name and Address) (If different than 1 above)	:			
4.	Chemical Name (IUPAC / other)	:			
5.	* Name / Code Name to be used in Report	:			
6.	CAS No.	:			
7.	* Batch (Lot) No.	:			
8.	* Manufacturing Date (DD-MM-YYYY)	:			
9.	* Expiry Date (DD-MM-YYYY)	:			
10.	# * Storage Conditions supporting 'Expiry Date' (Temperature-ºC ; Light etc.)	:	Please check (tick-mark) appropriately		
			Freezer	- 20 ± 10 ºC	☐
			Fridge	5 ± 3 ºC	☐
			Room Temperature	27 ± 9 ºC	☐
			Keep away from Light		☐
			Hygroscopic		☐
			If Any other, (specify)		
11.	* Particulars of Dispatch : Quantity and date (DD-MM-YYYY)	:			
12.	No. of packages and package material	:			
13.	* Physical Appearance (Colour & Consistency)	:			
14.	Purity (Assay of a.i.) to be stated in the Report	:			
15.	pH	:			
16.	Density/Specific Gravity	:			
17.	Material Safety Data Sheet attached	:	Yes ☐	No ☐	
18.	Hazards and precautions (if any, other than those specified in MSDS or if MSDS is not available)	:			
19.	Certificate of Analysis attached (COA)	:	Yes ☐	No ☐	
20.	Method of Analysis provided	:	Yes ☐	No ☐	
21.	*Consent to Disposal of Leftover quantities	:			
22.	Method of Disposal (if other than those specified in MSDS or if MSDS is not available)	:			
23.	Any additional information (optional)	:			
24.	Test Item Information Authentication by (Name, Signature and Date) With Company Seal of the Sponsor	:	Name : Signature :	Date :	

NA: Not Applicable; NS: Not specified Field marked with * are obligatory

 # Storage condition - Sample will not be accepted in the absence of this information