



# PROCESS REQUEST RECORD

RUN # \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Customer Contact: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Product Description: \_\_\_\_\_  
 Part #: \_\_\_\_\_

<b>NUTEK Code:</b>		<b>Target Dose:</b>		<b>Limits:</b>	
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### Shipment Information

Number of Shipping Containers, Boxes, or Units to be processed: \_\_\_\_\_  
 Lot#: \_\_\_\_\_ P.O.#: \_\_\_\_\_  
 Special Instructions: \_\_\_\_\_

Standard 2 day turnaround  **RUSH Orders:** 24 Hour:  4 Hour:  2 Hour/Saturday:

Arrival Date: \_\_\_\_\_ Ship / Will Call Date: \_\_\_\_\_ Call When Done?

Pick-up / Return Via: \_\_\_\_\_ Insure For: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Instructions:

- Please copy and use this process request to simplify your ordering.
- Please fill in the **top** of this form **completely**. **This form must accompany all shipments.**
- Identify any dangerous, biohazardous, or materials in this shipment that may become dangerous with irradiation.
- "Rush Order" is defined as next-day or quicker turnaround. Additional charges result.

### NUTEK Order Confirmation

	Yes	No	N/A
All information complete and checked against specification book?	<input type="checkbox"/>	<input type="checkbox"/>	
# of Boxes or Units received match customer request?	<input type="checkbox"/>	<input type="checkbox"/>	
Changes or discrepancies resolved/authorized?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Date Received _____ Time _____	Target for Completion _____	Time _____	

**Current PSS DCO#:** \_\_\_\_\_ (N/A if not applicable)

Comments: \_\_\_\_\_  
 \_\_\_\_\_

Confirmed \_\_\_\_\_ Date \_\_\_\_\_

- We **immediately** review, and accept your order for processing as received if it is signed and completely filled out.
- If the order is incomplete or unsigned, we will contact you, make necessary changes to this form, fax back a confirmation copy, and accept for processing with your verbal confirmation. **Incomplete or unsigned orders may delay the processing.**
- If the order is incomplete or unsigned and we are unable to contact you, the order will ordinarily be held until we can get your verbal approval. If the correction is minor and obvious we may make correction on your behalf. In this case, **the order will be held** a minimum of 4 working hours after the corrected order is faxed to you before execution. The signed or otherwise verified order is considered a contract to process your product according to the information received.

**For further information** contact:  
 NUTEK Corporation 1001 Whipple Road, Hayward CA 94544  
 Form F4k Effective: 2/9/10

Tel: 510 429 2900  
 Fax: 510 471 2601  
[info@nutekcorp.com](mailto:info@nutekcorp.com)

↑ Customer Supplied Information ↓

↑ NUTEK ↓