



NMSU Hazardous Materials Shipping Form

Complete and submit this form to EH&S by email (ehs@nmsu.edu), fax (575-646-7898) or campus mail (MSC 3578). Allow at least three (3) days for EH&S to review, process and accept the form. Once accepted, an EH&S representative will contact the sender to schedule a pick up. **All fields must be filled in and the form must be signed by faculty or senior staff to certify the information is accurate before the material will be picked up for shipping.**

Sender's Name:	Title:
Department:	MSC:
FedEx Number:	Phone:
Special Instructions (if any):	

Recipient's Name:	Phone:	
Street Address:		
City:	State:	Zip Code:

Complete description of the material(s). List all hazardous constituents that will be in each package.
Number & Size of Individual Containers:

<input type="checkbox"/> I have attached Safety Data Sheets(s) or other pertinent hazard information for all hazardous materials	
<input type="checkbox"/> I have described the hazardous materials to the best of my knowledge	
Information Certified By:	Date:

FOR EH&S USE ONLY (Attach a copy of completed shipping documentation to this form)	
Proper Shipping Name:	
UN Number:	Hazard Class / Division:
Packing Group:	Special Instruction:
Package Prepared by:	Shipping Doc. Prepared by:
Shipper Certification Signed by (if applicable):	
Date Shipped:	Carrier / Method:
Comments:	