#  COMPARATIVE MEDICINE ANIMAL ORDER

FORM #:

**Comparative Medicine will not fill requests for animals until an association between fiscal support, an IACUC protocol, and an account or purchase order number is assured in writing. Orders must be made in writing using this completed form and e-mailed to** **Animalorders@usf.edu****.**

**To ensure delivery during the following week, orders to the NIA must be received prior to 4:00 pm on Monday, and all other orders must be received prior to 11:00 am on Thursday. Telephone: 974-3844**.

**Principal**

**Investigator: PI’s E-Mail: Date:**

**IACUC Initiator’s**

**Protocol #: Initiator: Phone #:**

**Billing Billing**

**Contact: Address:**

**Billing Billing Billing**

**Phone: E-Mail: Fax:**

### BILLING INFORMATION GRANT, ACCOUNT, or PO#

### Please provide the following PeopleSoft Chartfields:

 **Business Unit Operating Unit Fund Code Dept. ID Product Initiative Project**

**The Principal Investigator requests the animals described below be provided at the following facility:** (select one facility for each order)

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ALZ** | **BPB** | **CAMLS** | **CPH** | **IDRB** | **ISA** | **MDC** | **MDD** | **NCF** | **PCD** | **SRB** |
|  |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Species, Strain | Quantity | **Sex** |  **Age or Weight** | **Arrival Date** | Vendor |
| **1** |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |

**Special Instructions:**

## Comparative Medicine Use Only, Do Not Complete Below

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Vendor Contact** | **Telephone** | **Order or Invoice #** | **Price** | **Order Date** |
| **1** |  |  |  |  |  |
| **2** |  |  |  |  |  |

**Comments:**

Provide an e-mail address here if you wish to be notified on the day of arrival, when these animals have arrived, and the accurate number and description of animals received.

**A 15% administrative fee is assessed to all sales (i.e., animal/supply/drug resales).**