

## IIL Consumable Request Form

Complete the form below to request a refill on any consumables (such as gases or solvents) needed for operation of IIL instruments or if the user needs consumables not readily available in the laboratory. This form is not necessary for those users providing their own consumables.

Submit to Travis Witte, 3025 Malott Hall or by email to [tmwitte@ku.edu](mailto:tmwitte@ku.edu)

Your username and current contact information are required so we may contact you for clarification if necessary. Enter the current available quantity and anticipated date the consumable will be required. All gas cylinders should be replaced when they reach 10% of filled pressure. Any consumable not stocked in the department stockroom will have to be ordered and availability may be delayed. Liquid nitrogen requires a 24 hour notice prior to delivery on Monday and Thursday of each week.

Please indicate if you want to be notified once the consumable has been requested.

User Name: \_\_\_\_\_

Contact Info: \_\_\_\_\_

Current Quantity Available: \_\_\_\_\_

Date needed: \_\_\_\_\_

Instrument ID: \_\_\_\_\_

Consumable Requested: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Amount Required: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Do you want to be contacted upon delivery or replenishment? Yes \_\_\_ No \_\_\_