Order of analysis
Pharma

All sections of the form marked * contain mandatory fields and must be answered to ensure successful completion of the task.

Purchaser *

Customer *	Mustermann AG
Customer no.	99999
Address *	Musterstrasse 1
Postcode city *	1234 Musterstadt
Country	Schweiz
Telephone	098 765 43 00
Contact *	Max Mustermann
Position / function	Project manager
Tel. direct	012 345 67 89
E-mail *	max.mustermann@mustermann.ch
Your reference	PO 4500000012

☒ Referred to quotation no. 25-1201-ao

Billing address

☒ Customer ☐ Following address

Customer	
Contact	
Street	
Postcode city	
Country	
E-mail	

Invoice by

☒ E-mail ☐ Mail (CHF 5.00)

Report (E-mail = Standard, 1 language incl.)

☐ German ☒ English ☐ Add. by mail (CHF 5.00)

☒ Add. copy by e-mail to reports@mustermann.ch

Purpose of analysis *

☐ Release testing ☒ Raw material QC ☐ Pharmaceutical water ☐ Other

Safety notices *

(e.g. toxicity, risk/safety notices, narcotics, biohazards, MSDS) see MSDS

MSDS must be enclosed.
Insufficient information about the sample (e.g., missing material safety data sheet) may lead to delays in processing the order.

Delivery date *

☒ Standard (≥ 10 working days, Depends on scope of analysis)

☐ Express (confirmed advance notification required!), surcharge

Quality standard *

☒ GMP (1) ☐ Non-GMP

(1) verification / validation may be required

Comments

not for parenteral use
Do not analyse Aluminium and Endotoxins.

Assignment to examine the above samples in accordance with the scope of testing (see reverse).

Date 11.05.2026

Signature _____

Do you need help filling out this form?
www.ufag-laboratorien.ch/en/contact/order-information/

Our general terms and conditions apply.
www.ufag-laboratorien.ch/en/gtcs/

Please send samples to: attn «Auftragslogistik».
Business hours: Mo – Fr: 07.30 – 12.00 und 13.30 – 17.15

UFAG Laboratorien AG . Kornfeldstrasse 4 . 6210 Sursee . Switzerland
T +41 58 434 43 00 . F +41 58 434 43 01 . info@ufag-laboratorien.ch . www.ufag-laboratorien.ch

Samples

No.	Name	Lot/batch no.	No. of containers	Add. sample information	To be stored (RT, protected from light, moisture, under exclusion of air)
1	Sodium chloride	12345	1		RT
2					
3					
4					
5					
6					

Samples

No.	Parameter, method/technique	Specification (unit)	UFAG-validation or verification number
1	acc. Monograph Ph. Eur. 0193		

The scope of testing is for all samples *

☒ the same ☐ different (see details above or supplemental sheet)

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