**Certified Reference Materials Laboratory**

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***ORDER FORM MUST BE RECEIVED 2 WEEKS (MINIMUM) BEFORE DESIRED SHIP DATE***

***PLEASE EMAIL ORDER FORMS TO CO2CRMS@UCSD.EDU***

Fee for bottles and shipping containers for our reference materials

We have recently changed the way we charge for our reference materials. We had previously relied on the laboratories that ordered reference materials from us to return the empty bottles and shipping containers to us for re-use. Unfortunately, not all laboratories have returned bottles and shipping cases to us, and we have had to purchase many replacements thus increasing the total costs to all users. Thus, we are now charging a per bottle fee in addition to the costs for the reference material itself.

Costs of reference materials

CO2 in seawater:

500 mL glass bottles containing stabilized seawater certified for total alkalinity and total dissolved inorganic carbon, with an information value for salinity.

$65.00 per 500 mL which includes a $25.00 fee per bottle for the bottle and shipping materials.

Tris bufferin synthetic seawater:

125 mL glass bottles containing an equimolar Tris/Tris-HCl buffer in a synthetic seawater of nominal salinity 35. The pH value is confirmed for each batch.

$43.00 per 125 mL which includes a $18.00 per bottle for the bottle and shipping materials.

Calibrated alkalinity titrant:

1000 mL glass bottles containing a solution that is 0.1 mol kg–1 HCl and 0.6 mol kg–1 NaCl. The HCl concentration is certified, and information is provided about the density of the solution.

$270.00 per 1000 mL which includes a $30.00 per bottle for the bottle and shipping materials.

**THERE IS A $75.00 HANDLING FEE FOR ALL ORDERS**

**Please return all empty bottles ALONG WITH THE SHIPPING BOX, ALL INSERTS, BANDS & CLIPS to us for re-use If you do this we will credit any future order from you for the equivalent amount of bottle fees.**

**All shipping fees for returning empty bottles will be the responsibility of the customer.**

**Please note we can not accept credit cards as a form of payment, only bank wire transfers or checks. UC intercampus recharges are also acceptable if you are in the UC system.**

**Please see Bottle Fee Document for an example on how the credit works.**

**PLEASE NOTE FOR INTERNATIONAL ORDERS all customs fees, taxes and duties will be the responsibility of the recipient.  This means that FedEx will be contacting the recipient regarding these fees.  MAKE SURE YOUR CONTACT INFORMATION IS ACCURATE AND THAT SOMEONE WILL BE AVAILABLE SHOULD FEDEX CALL**

1. **Items requested**

|  |  |  |
| --- | --- | --- |
| CO2 in seawater RMs (500 mL)  (Boxes of 5 or 20 bottles)  **Please state the number of bottles you are requesting** | Tris buffer (125 mL)  **NO MORE THAN 10** | Alkalinity titrant (1000 mL)  **NO MORE THAN 5** |
|  |  |  |

1. **Requestor Name:**
2. **Latest date you would like to receive** **them:**
3. **ARE YOU KEEPING THE BOTTLES? YES OR NO**
4. **IF NO,WHEN DO YOU PLAN TO SHIP THEM BACK? INSERT DATE HERE**
5. **Project Supervisor's Name (if not you):**
6. **One sentence description of your project:**
7. **Name/address/phone of shipment destination:**

**PLEAD NOTE THAT ALL SHIPPING FEES ARE THE RESPONSIBILITY OF THE RECIPIENT, IF YOU HAVE NOT PROVIDED A FEDEX ACCOUNT NUMBER WE WILL ADD THE SHIPPING FEES TO THE FINAL PAYMENT INVOICE**

**Organization:**

**Contact name:**

**Address line 1:**

**Address line 2:**

**City:**

**Country:**

**Postal code:**

**Contact phone number:**

**Contact email:**

1. **Mailing address (if different from shipping address):**

**If you have a FEDEX ACCOUNT # please enter below. This way FedEx will charge you directly for the shipping and we will send invoice for only the bottles and the handling fee.**

1. **FedEx account #:**
2. **Billing name and address:**
3. **Name & E-mail address for financial contact person:**
4. **Supervisor's contact information as above (where different)**

You may have already provided us with some of this information but we request it again to ensure that our records are complete and accurate.

Please note our e-mail address: co2crms@ucsd.edu. Please use this address for all your CRM related correspondence in the future.

Thank you for your request.