

Dear Customer, please provide your name and the product number you are ordering below and complete page 2.

Name:

Product Number:

Re: DEA Requirement to Purchase Karl Fischer Reagents

Please read the following information regarding your DEA List Chemical order from Sigma-Aldrich.

The United States Drug Enforcement Administration (DEA) controls specific chemicals under the Domestic Chemical Diversion Control Act of 1993. Before selling DEA regulated chemicals, Sigma-Aldrich must verify the identity of the ordering party. To accomplish this, we require our customers complete a Sigma-Aldrich DEA List I and II Chemical Authorized Purchaser form for specific transactions prior to shipment. Attached is a form that must be completed and sent back.

Part A - Authorized Purchaser(s)

This section is reserved for the individual who called or faxed the order to Sigma-Aldrich and any other individual(s) who are authorized by your organization to purchase listed chemicals. Typically, purchasing agents are listed in this section. The Contact Person (listed in Part C) and Authorized Purchaser (listed in Part A) cannot be the same person. End users should not be listed as Authorized purchasers unless they will be placing the order themselves.

Part B - List Chemical Registration

A company must be registered with the U.S. DEA if they are distributing List 1 Chemical. If a List 1 Chemical will ultimately end up in the possession of an entity other than your company, it is considered distribution, even if your company never takes possession of the material. If you plan to distribute any list chemical obtained from Sigma-Aldrich, please fax a copy of your List Chemical registration.

Part C – Authorization Signature of Contact Person

The person within your organization who can authorize individuals to purchase listed chemicals must sign this section. Typically, a department head, director or vice president should sign this section.

If you have any questions regarding this request, please contact our Screening Office at 800-521-8956 (x2595) or via e-mail at ProductScreening@sial.com

Best regards,

DEA Compliance Team
Sigma-Aldrich

Order number: _____
 Customer number: _____
 Company name: _____

DEA List I and II Chemicals – Authorized Purchaser Form

**** Altering Form or failure to complete ALL Parts will result in the form being returned to you, which may cause a substantial delay in the processing of your order.**

Part A – Authorized Purchaser(s) - *Cannot be the same person as in Part C*****

Name (Printed)	X Signature	Fax # or Email Address
_____	X _____	_____
_____	X _____	_____
_____	X _____	_____

Part B - List Chemical Registration

Are you distributing List 1 Chemical that you obtain from Sigma-Aldrich?

YES NO

If you are distributing a List 1 Chemical, do you confirm that your company collects adequate customer end-use and proof of identity information as outlined in 21 CFR 1310.07?

YES NO

If you are distributing List 1 Chemicals, please fax a copy of your DEA List Chemical Registration to 800-531-2628.

Part C – Authorization Signature of Contact Person (VP, Supervisor, Director, Manager, Dept Head, Chair, Regulatory Person, etc) **PRINT CLEARLY OR TYPE******

Name (Printed) _____ Job Title _____

Signature _____ Work Email _____ Date _____

*****Before this item can be shipped, an email will be sent to the Contact Person to verify their authorization of the purchaser/ordering party****

As a representative of the institution listed at the top of this form, I certify that the information contained in this form is correct to the best of my knowledge and the individuals listed in Part A of this form are authorized to place orders for DEA regulated List I and II chemicals from Sigma-Aldrich.

Please fax or email the completed form back to 800-531-2628 or 314-286-7821 productscreening@sial.com