


Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.** Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: NIH, Project Clearance Branch, 6705 Rockledge Drive, MSC 7974, Bethesda, MD 20892-7974, ATTN: PRA (0925-0753). Do not return the completed form to this address.

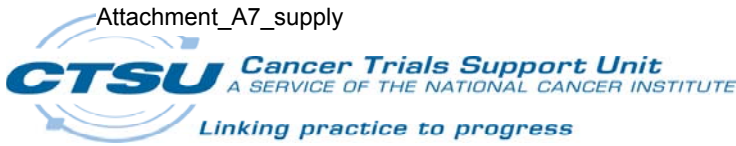
Filling out PDF Forms

This PDF form contains “**roll-over** or **double-click** ” help functionality.

This form allows you to enter data directly onto the screen. After completing the form, you are able to print the document so that you can fax/mail the document.

To fill out a form:

1. Select the hand tool. 
2. Position the pointer inside a field, and click to type text.
3. After entering text or selecting a check box, do one of the following:
 - Press tab to accept the form field change and go to the next form field.
 - Press Shift+Tab to accept the form field change and go to the previous form field.
 - Press Enter (Windows) or Return (Mac OS) to accept the form field change and deselect the current form field.
4. Once completed, print the form.



1441 West Montgomery Ave WB 410S Rockville, MD 20850-2062 1-888-823-5923 FAX 1-888-691-8039

CTSUSU Supply Request Form:

To request supplies from CTSUSU, please complete the information below and fax ~~1-888-691-8039~~. Following review and approval of this application, the requester will be notified. Please provide below. Please allow 7-10 business days for processing and mailing of supplies.

upload the form to the Regulatory Submission Portal. Select the Membership/Supplies document type at www.ctsu.org and select the membership/supply document type.

Protocol Number (s)			
Item Requested			
Number Requested			

Contact Name	
Institution Code	
Office	
Street 1	
Street 2	
Add. 1	
Add. 2	
City	
State	
Zip	
Phone	
Fax	
E-mail	

Shipping preference Select one:	
Fed Ex	Provide account number:
U.S. Mail	

PLEASE NOTE: When a Fed Ex number is provided shipments will be sent standard overnight unless the submitter notes on the form that two-day or priority shipping is needed. Fed Ex shipping cost will be billed to the account number provided.

CTSUSU Internal Reminders:	
Verify the site registration status is active Set Packet to complete and add FedEx tracking # to the comments if applicable (must be registered to ship supplies)	
Date of shipment: _____	Comments: _____
Method of shipment? _____	Track Number if Fed Ex _____