
IV. Chemicals and Reagents

Specify concentration (Molarity/Normality) and volume required.

Chemical/Reagent Name	Concentration	Volume/Mass

V. Terms of Responsibility

I, the undersigned, assume full Responsibility for the items requested. I agree to:

1. **Inspect** all items upon receipt for any cracks or malfunctions.
2. **Clean** all glassware and return equipment to its proper storage after use.
3. **Compensate** for any breakage or loss due to negligence according to university policy.

Requestor Signature: _____ **Date:** _____

VI. Administrative Action (Office Use Only)

Availability Status: ☐ Approved ☐ Denied ☐ Rescheduled

Prepared By: _____ **Date:** _____

Returned Items Verified By: _____ Date: _____

(Notes on breakage/penalties: _____)