PHARMACEUTICAL ANALYSIS ORDER FORM

Customer name:	
Customer address:	
Customer contact person name:	
Customer contact person e-mail:	
Customer contact person phone no.:	

Laboratory name:	Kromat Kft. - FEPtest LabServices	
Laboratory delivery address:	8000 Székesfehérvár, Bakony utca 4.	
Laboratory manager:	Péter Fábián PharmD	
Laboratory manager contacts:	info@feptest.com	+36 20 370 9103
Quality assurance contacts:	quality@feptest.com	+36 20 370 1992

To be filled by Laboratory

Customer ID:		
Contract ID:		
Sample reception date:		
Sample receiver signature:		
Data logger ID:		
Discrepancy detected:	Yes	No

SAMPLE NAME	**SAMPLE ID**	**SAMPLE QUANTITIES** (weight, volume, packaging unit)	**TEST / TASK NAME**	**STORAGE REQUIREMENT** Room temp: 15 - 25°C Refrigerator: 2 - 8°C Frozen: < -15°C Other temperature Keep away from sunlight, etc.

The “Pharmaceutical Analytics Order Form” cannot be used for pharmaceutical release commission.

Please attach the following documents to the samples:

- MSDS
- product composition / product leaflet
- CoA

Notes:

We recommend our customers to sign either the Quality Agreement required by the GMP or the commonly used task division matrix with our laboratory. Feel free to ask for our core document with confidence! In the absence of these, the following simplified quality conditions apply to pharmaceutical analytical and all other activities regulated in our GMP system:

If the subject of the order is method transfer (AMT), method development, or the customer wants to perform the test based on a specific method (own, standard, pharmacopoeia, etc.), please send us the relevant protocol, SOP, article, standard, in e-mail.

Acting in its own quality assurance competence, the laboratory is entitled to upload, approve and treat the submitted protocols and methods as a regulated document. Our client can also initiate their own approval.

We are publishing fully GMP-verified and GMP-monitored results in a Test Report or Certificate of Analysis, whereas in case of partial quality assurance, a partial fulfillment of the requirements described in the GMP at the customer's request are published in a Report.

Issuing a Test Report requiring full quality assurance without method verification or adoption is impossible. In case you do not provide us with standards or columns, you will be charged separately.

The customer declares that the sample represents the test substance from which it was collected. In the case of a pharmaceutical product with the task of testing the active ingredient, the production batch was manufactured according to the GMP rules, furthermore, the sample storage and transportation corresponded to the FHE description. In case of an unregistered medicinal product, sample storage, transport and handling were executed based on the customer's internal quality assurance protocol.

Kromat Kft. - FEPtest LabServices declares that measurements and documentations thereof are based on GMP regulations and its own SOPs.

By signing this document, the customer acknowledges and accepts the responsibility matrix and the conditions within this present document and the quality management documentation of Kromat Kft. - FEPtest LabServices. By signing this document, the client accepts the price offer sent by Kromat Kft. - FEPtest LabServices via e-mail and settles the invoice within 30 days after completion.

The customer has the right to audit the examination sites of Kromat Kft. - FEPtest LabServices every 3 years, on the basis of a preliminary agreement, to which a third party in a business relationship with the customer may be connected by agreement.

During this inspection, the laboratory initiates an investigation into deviations and limit value excesses, that will be forwarded to the customer in necessary cases.

The laboratory shall initiate a formalized procedure for specific changes to the tests, which shall be provided to the customer in necessary cases, before the change is implemented.

The Laboratory shall store the residual sample at room temperature for 30 days without special request.

We will accept a complaint about the result for 30 days after the release of the result.

The Laboratory shall retain and safely store all raw data in electronic or paper form for at least 10 years.

Date:

Customer name

Customer signature