

# Hazardous Waste Disposal Request Form

## INSTRUCTIONS

**Container Number:** You should write a number on each container of waste so that individual containers can be identified. Any number will do and it can be as simple as writing “#1”, “#2”, etc. In the space titled “Container Number” on the form enter the number that you have written on the individual container of waste.

**Waste Name:** Enter the type of waste in this space. Please be as specific as possible. If this information is not listed, the waste may have to undergo costly analysis prior to packing and shipping.

**Quantity:** Enter the quantity of waste that is contained in the container. The quantity of waste may be different from the container size if, for instance, the container is only partially filled. Waste disposal costs are based on quantity of waste regardless of container size so it is to your benefit to accurately determine quantity of waste.

**Container Size:** Enter the size of the container.

**Physical State:** Enter a one-letter code for the physical state of the waste. Enter an “L” for liquid waste; an “S” for solid waste; or a “G” for gaseous waste. If the physical state is difficult to determine (e.g. a sludge), use the best description possible for the waste.

**Special Notes:** In this area enter any information you think may be helpful to the packager or shipper. This could include: pH, components of the waste, container integrity, or anything else that may help in the safe handling of the waste.

Name: \_\_\_\_\_ Dept & Ext: \_\_\_\_\_ Date: \_\_\_\_\_

EHS.HWDRF.0906

**HAZARDOUS WASTE DISPOSAL REQUEST FORM**

**PLEASE FORWARD A COMPLETE AND LEGIBLE COPY TO EHS. THANK YOU.**

Container Number	Waste Name	Qty	Container Size	Physical State	Notes

Name: \_\_\_\_\_ Dept & Ext: \_\_\_\_\_ Date: \_\_\_\_\_