

## Lab Chemical Orders Placed with Pro-Card\*

To maintain the integrity of the [Laboratory Chemical Inventory Program](#), **all laboratory chemicals should be purchased through KFS.\*** In the event that an order cannot be placed through KFS, and purchase with an authorized Pro-card is warranted, the Laboratory Chemical Inventory Program guidelines must be adhered to.

When placing Laboratory Chemical orders via Pro-Card, the following ship-to information must be provided:

**CS Chem**  
**Attn:** [P.I.'s name]  
[Building] [Room #]  
**3 Discovery Drive**  
**Unit 6114**  
**Storrs, CT 06269-6114**

\*Note: this restriction does not apply to orders for delivery to the Chemistry Department or Regional campuses or when ordering compressed gases; microbiology media such as agars, broths and serums; buffers; test kits; radioisotopes; or drugs and cleaning products.