



**Facilities Development and Operations
LAB COAT ORDER FORM**

(PLEASE TYPE OR PRINT CLEARLY)

DEPARTMENT:	BUILDING / ROOM #:
UNITEX ACCOUNT # / NAME:	FRS CODING:
TELEPHONE # / NAME:	DATE:

**PLEASE RETURN TO:
FACILITIES DEVELOPMENT AND OPERATIONS
FAX TO EXT 8710
Any questions, please CALL x7628.**

SIZING GUIDE: 32-XS, 36-S, 40-M, 44-L, 48-XL, 52-2XL

PLEASE TYPE

Embroidery over pocket (name, dept.)

Name on inside (no embroidery)

Size

Issued

Initials

1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				

For Embroidery: Please have the appropriate people initial that the information is correct. The order cannot be processed without it. You are limited to 25 characters per line including spaces and punctuation. Name and Department **MUST BE TYPED** for accuracy.

Please Check off:

- Lease coats, replaced coats as damaged or needed
- Purchase coats outright / one time cost

LAB COAT ORDERING INFORMATION

IF YOU PURCHASE:	To purchase a new lab coat with UCHC patch the cost is \$9.99.
NAME EMBROIDERED:	Each line of embroidery is \$3.00 per line and the line should not go over 25 characters per line.
CLEANING:	To have Unitex wash your purchased coat there is a charge of \$1.40 per coat.

IF YOU LEASE:	To lease a lab coat with UCHC patch is \$1.17 per week .
NAME EMBROIDERED:	Each line of embroidery is \$3.00 per line and the line should not go over 25 characters per line
CLEANING:	Cleaning is included in the rental.

Please note: An additional 5% service fee will be added to all Unitex pricing.

Any lab coat that does not have a Unitex label on the inside collar should not be put in the Unitex dirty lab coat bin.

Facilities Development and Operations **is not** responsible for lab coats without labels.

Please contact Joyce Fritz at x2126 if you need further information