

**INSTRUCTIONS**

- Fill out the lab coat order worksheet below and attach a completed and recent Lab Hazard Assessment Tool (LHAT) - required.  
NOTE: You may use the auto Worksheet ID or provide a custom ID.
- Attach other supporting documents (e.g., department logo, spreadsheet) as needed.
- Forward the completed worksheet to your business office or purchasing agent and to [labsafety@usc.edu](mailto:labsafety@usc.edu).
- The lab coat order will be processed after review by EH&S.

A. Information	
Requestor	Email
Phone	Bldg code/Lab Rm #
PI	Dept
Alternate contact	Phone
Date	Worksheet ID

**B. Lab Coat Request – Enter quantity below size. Sizes listed are unisex.**

Lab Coat Type	Price	2XS	XS	S	M	L	XL	2XL	3XL	Sub qty	Subtotal
Chemical Splash Nomex	\$140.49										
Nomex	\$96.46										
Flame Resistant	\$51.85										
Standard Cotton	\$24.78										
Fluid Resistant	\$21.88										
<b>Total</b>											

**Comment** (If outlying size is needed e.g., 4XL, enter here along with lab coat type and quantity)

**C. Embroidery/Heat Seal Emblem**

Directions:

- Select "Name only", "Logo only", "Name + Logo", or "Heat Seal Emblem" from the **Feature** column drop-down menu.
- Add name in **Name** column if "Name", "Name + Logo", or "Heat Seal Emblem" was checked; otherwise, leave blank.
- Fill in the rest of the table.

**NOTE:** Lab coat type, size, and quantity listed below are from the original table in Section B (i.e., they are NOT additional lab coat requests). Embroidery is **NOT** recommended for Fluid Resistant lab coats since it would compromise the integrity of the lab coat. Embroidery – \$6.50 per line; Emblem – \$3.50 EA

Feature	Name	Lab Coat Type	Size	Unit Price	# of lab coats	Subtotal
<b>Total</b>						

**D. Supporting Documents**

LHAT    Department logo    Other

**EH&S use only**

LHAT reviewed    Other supporting documents reviewed

**Recommendation/Comment**