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| **Products to be ordered by course code:** | **Course leader:** |
| **Date sent to BÖL:** | **Contact person (if other than course leader):** |
| **Checked existing stock at BÖL: □** |  |

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| **Product** | **Company** | **Proceedo No.** | **Catalogue No.\*** | **Amount** | **Calculated consumption** | **Will be used at the next course** | **Cost** | **Is the chemical registered in Klara**  **(yes/no/not needed)** |
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**Proceedo No. should ALWAYS be provided!**

OR

If the product is not available in Proceedo, **company name, catalogue number and cost** **should ALWAYS be provided** so we can place a free text order – without this info the order will not be done by BÖL.

Send the form at least 30 days before course start to: [albina.bakeeva@slu.se](mailto:albina.bakeeva@slu.se)