Environmental Health & Safety
Laboratory Safety Unit
Request Container Transfer

Reminder: *Do NOT use your browser back button. Instead use the navigation buttons in CHEMATIX. If you accidentally use your browser back button, you'll be kicked out of CHEMATIX and you'll have to start over by logging in again. Other CHEMATIX Tips and Tricks such as NEVER DOUBLE CLICK can be found on the CHEMATIX Tips and Trick page.*

1. Select the Inventory tab at the top of the CHEMATIX homepage
2. Under "Transfer Container(s)" select "Request a Container Transfer from Another User"
3. Enter the barcode into the box by either scanning the barcode into the box or typing the barcode *exactly as it appears*
4. Click "Lookup"
5. Enter any comments necessary in the "Comment" box
6. Click "Request Transfer"