



CSP REQUEST FORM

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Company: _____	Date: _____
Address: _____	

_____	Contact: _____
	Phone: _____
	Email: _____

EQUIPMENT INFORMATION (to be completed by user)

Type: _____	(shell/tube, block, cubic)	Model Number: _____
Material: _____	(Graphite, Umax)	Estimated Weight: _____
Is drawing available? (Y/N): _____	Is drawing being sent with unit?(Y/N): _____	
Description of failure condition: _____		

Chemical Service:	Service Side: _____	
	Process Side: (1) _____	MSDS Included: <input type="checkbox"/> Yes <input type="checkbox"/> No
	(2) _____	MSDS Included: <input type="checkbox"/> Yes <input type="checkbox"/> No
	(3) _____	MSDS Included: <input type="checkbox"/> Yes <input type="checkbox"/> No
Operating Pressure:	Service side: _____ psig	
	Process side: _____ psig	
Special Considerations/ Instructions: _____		



CLEANING INSTRUCTIONS

Employee safety and the strict adherence to OSHA, EPA and other safety and pure air regulations and restrictions are primary concerns to Gulf Coast Graphite Services. To repair equipment in a safe and expedient manner, it is mandatory that the equipment be returned in a thoroughly cleaned condition.

Failure to comply may cause delays in processing the equipment or possible rejection of the equipment, with return of it to the customer at his expense.

The following procedures are to be carried out, sequentially if possible, prior to shipping the equipment to Gulf Coast Graphite Services.

- A. Remove all external insulation. Special care must be taken in order that no asbestos is attached to the unit.

- B. Clean the equipment exterior and interior thoroughly to neutralize all exposed surfaces.
 - a. If practical, ph readings should be taken at a representative area for each exposed surface to verify a neutrally acidic surface.
 - b. All exposed surfaces must be free of residue or other contaminates which may be toxic, flammable, explosive or irritating at any temperature from ambient up to and including welding temperature.
 - c. Care should be taken to remove all tube plugs or other devices that could be potential fluid hold up areas. If this is not practical, then a note should be made to GCGS of the potential hold up area: _____
_____.

- C. Flush service and process side of unit thoroughly with water or a non-harmful solvent.

Confirmation of Compliance

I, the undersigned as a representative of _____, witness that the above procedures have been followed and completed to the best of our ability and have not knowingly taken exception to any of the stated requirements without notification and approval from Gulf Coast Graphite Services.

Signature

Date



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Upon completion of this form, please fax it back to Gulf Coast Graphite Services at 225-749-2002 prior to shipping the material back to Gulf Coast Graphite Services at

**Gulf Coast Graphite Services
3253 Phillips Way
Port Allen, LA 70767**

Gulf Coast Graphite Services LLC
3253 Phillips Way Port Allen, LA 70767
Ph:225-749-2800 Fx:225-749-2002