



TritiumDisposal.com
950 Taylor Station Rd, Suite O
Gahanna, OH 43230
P: 866-540-8588
F: 614-863-0622

Shipping Instructions

For the Return of Self-Luminous Exit Signs

Apply the pre-paid UPS shipping labels, supplied by TritiumDisposal.com, to the outside of each box. Do not cover the barcode portion of the label with shipping tape.

Do not ship any signs to our corporate office in Columbus, OH.

Complete and return the Shipping Checklist (pg 2) to TritiumDisposal.com. Failure to return this checklist before the shipment arrives to our facility may result in the shipment being refused at its destination and returned to sender at the shipper's expense.

Complete and mail the Transfer Notification Letter (pg 3) within 30 days of your shipment.



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Shipping Confirmation Checklist

This form must be completed and returned to TritiumDisposalTeam@data-memory.com prior to the shipment's arrival at our disposal facility. Failure to do so could result in the shipment being refused at its destination and returned to sender at the shipper's expense.

- I have packaged no more than 10 signs in a single box.
- I have not individually wrapped or boxed each sign.
- I have written "UN2911" in bold marker on each box.
- I have written my RGA number in bold marker on each box: _____
(Your RGA Number)
- I have applied a pre-paid UPS shipping label to each box.

Name (Printed)

Company

Signature

Date

Please fax (614-863-0622) or email this form to TritiumDisposalTeam@data-memory.com



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Transfer Notification Letter

You are required to report to your state regulators and the US NRC that you have disposed of your signs within 30 days of shipment. The following letter template should be accompanied by all of your serial number logs and sent via US Postal. You will need to send one copy to your state regulator and one to the US NRC.

To find out about your state regulatory body go to <https://scp.nrc.gov/asdirectory.html> , then click on your state for the address and other contact information.

The address for NRC reporting is:

Director of NMSS
Attn: GLTS
U.S. Nuclear Regulatory Commission
Washington, DC 20555-0001

(TO BE WRITTEN ON YOUR LETTERHEAD & FORWARDED TO THE ADDRESS LISTED BELOW)

(CURRENT DATE)

**Director of NMSS
Attn: GLTS
U.S. Nuclear Regulatory Commission
Washington, DC 20555-0001**

In fulfillment of the requirements of 10 CFR 31.5 (c) 8, we hereby notify you that on *(DATE)* we transferred the self-luminous exit signs listed on the attached spreadsheet to SRB Technologies Inc. 2580 Landmark Dr, Winston-Salem, NC 27103 North Carolina License # 034-0534-2. As required, for each sign listed on the spreadsheet, we include the name of the manufacturer, model number, and serial number.

If you should have any questions, please contact *(FULL NAME AND PHONE NUMBER)*.

Sincerely,
(NAME)
Encl.
