



1367 Connecticut Avenue, N.W., Suite 300

Washington, D.C. 20036

(202) 429-8787 (Telephone)

(202) 429-8788 (Fax)

ToxServices' CleanGredients Review Product Formulation Form

About ToxServices

ToxServices is a scientific consulting firm that excels at providing toxicology, regulatory, and risk assessment consulting services to industrial, commercial, and public sector clients. We specialize in evaluating potential health risks from industrial chemicals, pharmaceuticals, food additives, food contact materials, cleaning products, and consumer products. We help clients comply with applicable federal, state, and local environmental health and safety regulations, and provide clients with strategic assistance in instances when products are claimed to be associated with adverse health effects.

CleanGredients Review Process

ToxServices performs reviews of formulations for the CleanGredients Database. To initiate the review process, please return the signed non-disclosure agreement, retainer agreement, and formulation form. Please note that an invoice is also provided for 50% of the cost estimate, which will be required to initiate the renewal process. The following steps should be followed to initiate a CleanGredients review:

1. [Log in](http://www.cleangredients.org/login) to CleanGredients® (<http://www.cleangredients.org/login>). If you do not have an CleanGredients account, you will need to [Subscribe](http://www.cleangredients.org/about/subscription) to the CleanGredients database (<http://www.cleangredients.org/about/subscription>).
2. Once logged into CleanGredients, select Add Ingredient on your CleanGredients Account page.
3. CleanGredients will walk you through the data entry process for the General, Physical-Chemical, Human Health, Environmental, and Regulatory information for your ingredient. It is recommended that you to enter as much data as possible for all attributes. You may also upload or provide web links to MSDS and product brochures for your ingredient.
4. Complete and submit the ToxServices' CleanGredients submission form (below) to have your product evaluated for listing on CleanGredients
 - o On average, our reviews take approximately 3-4 weeks.
5. CleanGredients will notify you once your ingredient evaluation is complete, and you must log into your CleanGredients account to review your ingredient and make it visible to subscribers.

Confidentiality

ToxServices enters into non-disclosure agreements with their clients and often with clients' suppliers. The agreements state that ToxServices will treat all product information received as confidential business information, and only authorized personnel, including CleanGredients and EPA personnel, will be permitted to access the information provided on this form. Project records and reports are maintained with ToxServices for a minimum of 5 years upon completion of the project, and are either destroyed or returned to client at their written request.

1. Product Information: (please submit one page per formulation, use additional sheets as needed)

Product Formula Form						
Company Name:					Primary Contact:	
Submission Date:					Phone Number:	
Product Name:					Email:	
					Address:	
Type of Product:			Product pH:			
CAS #	Chemical Name	Trade Name	Supplier	Function/ Ingredient Class (i.e. surfactant)	% Composition	Other information (i.e. molecular weight)

THIS FORMULATION IS CONSIDERED CONFIDENTIAL BUSINESS INFORMATION AND WILL NOT BE DISCLOSED

2. Certification statement:

I hereby certify that, to the best of my knowledge, the information provided to ToxServices is accurate and complete. I understand that the information submitted may be used as a basis for reviewing and/or accepting other products that contain this material and/or the ingredients herein. I also understand and agree that the information I have provided on this form was requested for a CleanGredients review, and may be submitted to the CleanGredients Database.

Signature _____ Date _____

For forms submitted electronically, check this box to indicate agreement to the Certification Statement above (required).

Typed or printed name _____

Position/Title _____

3. Return instructions:

To send by e-mail, check the box indicating your agreement with the certification statement, and send your e-mail with attachments to mwhittaker@toxservices.com

To send by fax, completely fill out and sign the form, then fax to **202-429-8788**.

To send by U.S. mail or courier, insert completed form in an envelope marked "Confidential Business Information," seal in an outer envelope, and return to:

Margaret H. Whittaker, Ph.D., M.P.H., E.R.T., D.A.B.T.
ToxServices LLC
1367 Connecticut Avenue, NW
Suite 300
Washington, DC 20036
USA

Formulation assistance:

CAS number (Chemical Abstracts Service registry number): is a systematic numbering convention that uniquely identifies each chemical. If the ingredient is a mixture of several chemicals, enter the word “mixture.” All CAS numbers are up to nine digits, which are separated into three groups by hyphens. The first part of the number, starting from the left, has up to six digits; the second part after the first hyphen has two digits. Finally, the third part of the CAS number following the last hyphen is single digit. For example, a CAS number may look like: 123456-12-1. If it is not in this format, it is not a valid CAS number. If you cannot determine a CAS number for an ingredient, leave this area blank.

Ingredient Class: can refer to surfactants, solvents, chelators, fragrances, preservatives/biocides, builders, hydrotropes, sequestrants, dispersants, sanitizers, dyes/colorants, enzymes/microorganisms, fragrances, and other.

Trade Name: is the unique name or identification number of the ingredient as you purchase it from your supplier.

Supplier: is the company from whom you purchase this ingredient. If you know that your supplier is a distributor, and you know the name of the company that manufactures the ingredient, please enter both company names here. Write (D) after the distributor’s name, and (M) after the manufacturer’s name. For each ingredient that you purchase from more than one supplier, please enter each chemical name, trade name, supplier, and % on a separate line.

Percentage Composition: the total of all components must always equal 100%.

A formula description is provided below as an example:

CAS #	Chemical Name	Trade Name	Supplier	Function/ Ingredient Class	% Composition	Other Information
68131-39-5	Alcohols, Ethoxylated	Name 1	Company 1	Solvent	14.25	
1310-73-2	Sodium Hydroxide	Name 2	Company 2	Buffer	0.041	
Proprietary	Name	Name 3	Company 3	Fragrance	1.18	
7732-18-5	Water	Name 4	Company 4	Solvent	84.53	