



Expert Workmanship and Quality Pipettor Service

- ✦ Why We Are The Best
- ✦ Methods and Procedures
- ✦ Calibration Report
- ✦ List of Pipettors We Service
- ✦ Pipettors and Fee Schedule
- ✦ Pipettor Repair and Calibration Form
- ✦ On-Site Calendar
- ✦ Continued Care Program

Why We Are the Best

At LPS we take our responsibility and the trust that you put in us very seriously. When you give us your pipettors to repair, we take the time to do the job correctly and in accordance to GLP specifications. We totally dismantle the pipettor components, completely recondition the piston and change all the rings and seals to ensure that your pipettor stays in calibration long after we give it back to you. The housing is meticulously cleaned and any parts that need replacement are done so using genuine OEM parts. Only then is your pipettor calibrated to meet or exceed the manufacturer's specifications. When you get it back it will be certified to perform like it did the day you bought it. That is our guarantee and promise to you.

Methods and Procedures

Our calibration procedure follows the NCCLS guidelines and is performed in a controlled environment, monitored for heat and humidity. All calibrations are performed on a Mettler ATC electronic balance (5 decimal places). The data is then acquired and analyzed using Labtronics Pipette Tracker Software. The pipettor accuracy and precision is compared to the pipettor manufacturer's benchmark and a printed report is generated showing all the results.

Calibration Report

Laboratory Products Sales

1665 Buffalo Rd./Rochester, N.Y. 14624

Date: 00/00/00

CALIBRATION REPORT

Time: 00:00

Report Type A

Device ID: 7598-400042-VP

Description: 10 μ l

Mode: Addition - Tare

Method ID: LPS METHOD

Description: Standard Single Channel Cal.

Run Date: 00/00/00

Operator:

Balance I.D.: BALANCE #2

STATUS: Passed

Environmental Factors

Temp.: 25.00 °C
 Barom. P.: 760.00 mmHg
 Rel. Hum.: 50.00%

Z Factor: 1.004008
 Air Dens.: 0.001184
 Cub. Exp.: 0.000000

Pipette Tip Information

Part Number: 104
 Tip Type: N/A
 Manufacturer:

Comment:

SUMMARY STATISTICS

Vol.	Ch	Mean	SD	Inaccuracy E%			(not used) Imprecision CV%		
				Actual	Target	Status	Actual	Target	Status
1.0	1	1.0140	0.0116	1.4048	2.50	Passed	1.1433	1.20	N/A
5.0	1	4.9974	0.0050	-0.0510	1.50	Passed	0.1005	0.60	N/A
10.0	1	10.0275	0.0096	0.2753	1.00	Passed	0.0959	0.40	N/A

RUN DETAILS

μ l	Ch	Sp.	Samp. g	Volume
1.0	1	1	0.00102	1.02
1.0	1	2	0.00100	1.00
1.0	1	3	0.00100	1.00
1.0	1	4	0.00102	1.02
5.0	1	1	0.00498	5.00
5.0	1	2	0.00497	4.99
5.0	1	3	0.00498	5.00
5.0	1	4	0.00498	5.00
10.0	1	1	0.00999	10.03
10.0	1	2	0.00998	10.02

List of the Pipettors We Service

LPS Calibration and Repair Selection Chart

Pipettor Brand	Calibrate	Repair
Alphapette	✓	✓
Biohit Electronic	✓	✓
Biohit Manual	✓	✓
Costar 8/12 Pette	✓	✓
Costar OnePette (digital)	✓	✓
Costar OnePette (non-digital)	NO	NO
Costar Stripettor	N/A	✓
Denville XL-2000	✓	✓
Drummond Pipet-Aid	N/A	✓
Eppendorf (except 4700)	✓	✓
Eppendorf Repeater	✓	✓
Finnpette Electronic	NO	NO
Finnpette Multi Channel	✓	✓
Finnpette Single Channel	✓	✓
GeneMate	✓	✓
Hamilton	✓	✓
IntegraPette	✓	✓
Labnet Repeater	✓	✓
LabPette Multi Channel	✓	✓
LabPette Single Channel	✓	✓
MLA	✓	✓
Nichiryo	✓	✓
Oxford Benchmate Multi Channel	✓	✓
Oxford Benchmate Single Channel	✓	✓
Oxford Repeater	✓	✓
Rainin/Gilson EDP/EDP2	NO	NO
Rainin/Gilson Microman	NO	NO
Rainin/Gilson Pipetman	✓	✓
Rainin Pipette Plus	NO	NO
Rainin LTS	NO	NO
Sarpette	✓	✓
SealPette	✓	✓
Socorex	NO	NO
Titertek	✓	✓
Wheaton Multi Channel	NO	NO
Wheaton Single Channel	NO	NO
World Precision Pette	✓	✓

Pipettors and Fee Schedule

Review and explanation of our fees

The following is a list of charges for our basic service and calibration:

Single Channel Pipettors

Price	Number Serviced
\$32.00	10 or more
\$35.00	1-9

Multi-Channel Pipettors

Price	Number of channels
\$70.00	4
\$75.00	6
\$80.00	8
\$95.00	12

Electronic Pipettors (all Brands)

Single Channel:	\$65.00
8-Channel:	\$100.00
12-Channel:	\$120.00

Our basic service includes inspection, thorough cleaning of all pipettor parts, careful reconditioning of the piston, replacement of the seal and o-ring, testing and calibration to five decimal places gravimetrically. There is a six-month warranty on service and parts.

** The above fees cover all labor and include the seal and o-ring. Additional parts (if required) are extra.*

Commonly Used Parts

Thumb ring	\$2.50
Shafts	\$17.00-\$21.00
Ejectors	\$16.00
Barrel Filters	\$3.50
Push Button with Clip	\$14.00

Parts replacement policy

It is our policy that parts other than the Commonly Used Parts will not be replaced and charged without Verbal Approval from the customer.

Turnaround time

Unless other arrangements are made, all pipettors received will be on first-come, first-served basis. Standard turnaround time is 7-10 days.

Scheduling an appointment

Please call our office at 1-800-388-0166 to arrange an appointment.

Loaner pipettors

A limited number of loaner pipettors are available upon request. When scheduling an appointment, let us know if loaners are needed.

The fine print

No service will be performed unless the completed paperwork is submitted with the purchase order or credit card number.

The Repair Form is available by clicking on it's link. All pipettors must be free of biological and radioactive contamination.

Pipettor Repair and Calibration Form

NOTE: To print this form, use your browser's print capability.

For Windows users: Click on the "FILE" menu item and then click on the "PRINT" item in the drop-down menu.

For MAC users: Click on the "PRINT" item in the FILE drop-down menu.

Instructions

BE SURE TO SIGN THE DECONTAMINATION
AUTHORIZATION BELOW

OFFICE USE ONLY

Work Order # _____

Date Received _____

1. Decontaminate pipettors of radioactivity or biohazards
2. Obtain P.O. # or credit card information.
3. Fill in your name, address and other required information below.
4. Pipettors must be packaged with paperwork enclosed.
5. Send to Laboratory Products Sales via best way or call for availability of pick-up.

NOTE: NO WORK WILL BE DONE WITHOUT A PURCHASE ORDER NUMBER.

Credit card/P.O. # _____ Expiration date _____

Purchase order amount _____

Your name _____ E-mail address _____

Institution _____ Bill to _____

Bldg. & Rm. # _____ Address _____

Address _____ City _____

City/State/Zip _____ State/Zip _____

Phone _____ Fax _____

THE ENCLOSED PIPETTORS HAVE BEEN DECONTAMINATED AND TESTED FOR RADIOACTIVITY
& BIOLOGICAL CONTAMINANTS.

Signed: X _____

IDENTIFY EACH PIPETTOR BELOW:

Model Number	Serial Number	Model Number	Serial Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____ Total number of pipettors to send

_____ Number of pipettors sent today

Special Instructions _____



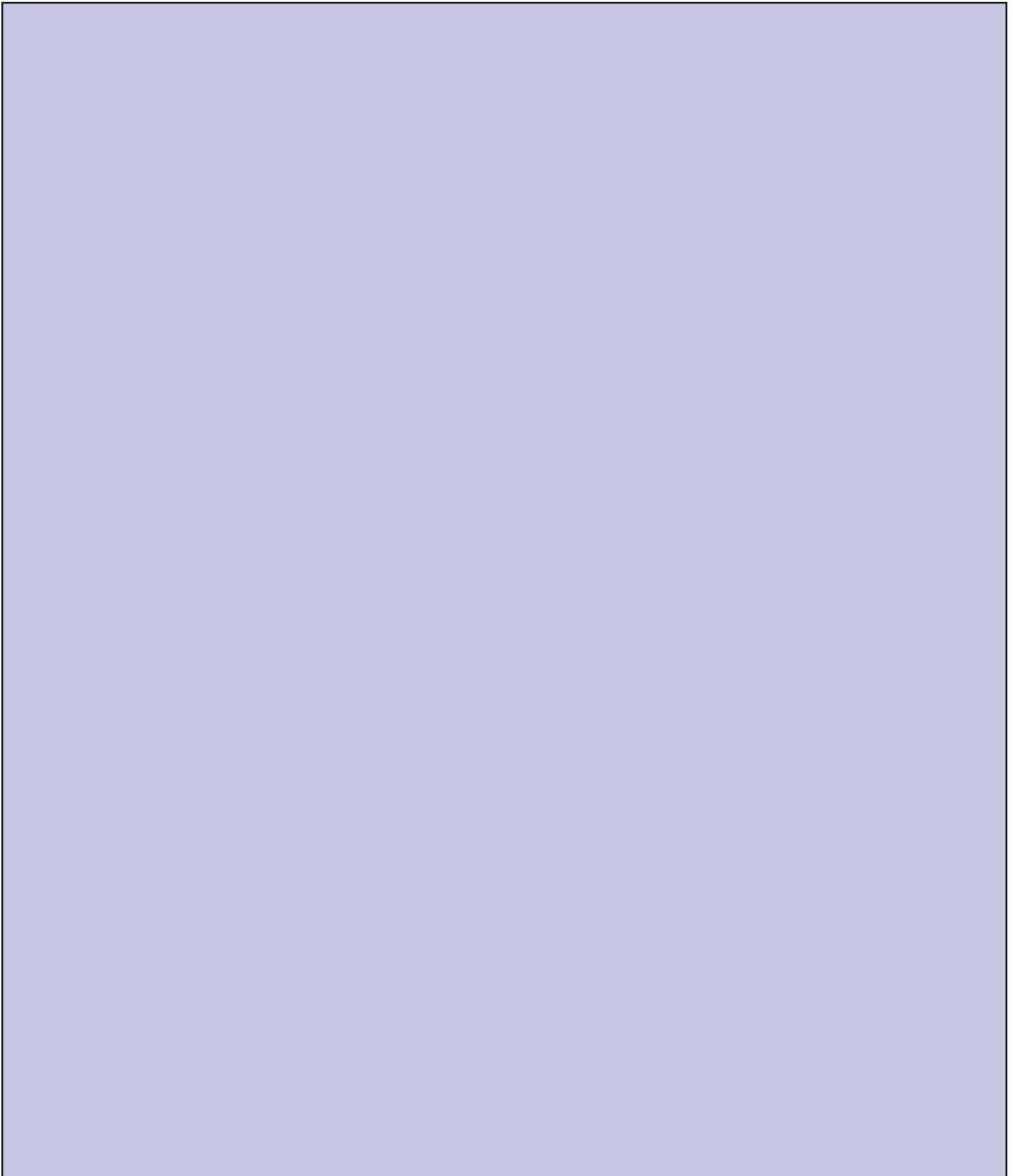
Serving the Science of Life
Laboratory Products Sales Inc.

Rochester • 1665 Buffalo Road • Rochester, N.Y. 14624 • 585-247-4720
TOLL FREE: 1-800-388-0166 • FAX: 585-247-6686 • www.LPSinc.com

Pittsburgh • 770 Donnan Avenue • Washington, PA 15301 • PHONE/FAX: 724-206-7509

On-Site Calendar

LPS on-site service travels to many Universities and Biotech Companies. Below is our calendar for the next three months. This service is being expanded to other locations, so please check to see when we will be in your area.



Continued Care Program

Laboratory Products Sales can now help you take the worry out of regular maintenance, performance verification, calibration and record keeping with our exclusive Continued Care Program. This worry-free program guarantees that your pipettors will work properly and stay calibrated for one full year. Every pipettor in your facility will be initially calibrated and certified and then be re-certified after six months. The reports generated from this program will be supplied to you in a binder for easy access and record keeping.

By enrolling in this program, LPS will inventory your pipettors by serial number, create a log to document calibration dates and arrange a convenient pick up and delivery schedule that won't interfere with your workload. If needed, we will loan you pipettors for use while the work is being done. Our exclusive Continued Care Program has been designed to give you the confidence to focus on your work by letting Laboratory Products Sales worry about the accuracy of your pipettors.

To contact us for complete details on this exciting program, please click [here](#) to fill out the form requesting the program.