

**Thermex Order Request Form**

The purpose of this form is to help guide customers to provide Thermex with as much relevant information as possible to ensure that parts are both handled and processed properly. Please provide as much information as you can.

**Company Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_**Purchase Order Number:** \_\_\_\_\_ **Order Contact:** \_\_\_\_\_**Contact Phone:** \_\_\_\_\_ **Contact Email:** \_\_\_\_\_**Part Number or Description:** \_\_\_\_\_  
\_\_\_\_\_**Number of Pieces:** \_\_\_\_\_ **Total Weight:** \_\_\_\_\_**Material:** \_\_\_\_\_ **Delivery Date Request:** \_\_\_\_\_**Coupon Supplied?**                      **Yes**                      **No**                      **Quantity Supplied:** \_\_\_\_\_**Drawing Provided?**                      **Yes**                      **No****Processes Requested:**

Liquid Nitriding	Gas Nitriding	Carburizing
Induction Hardening	Through Hardening (Q&T)	Age Hardening
Annealing	Gas FNC	Stress Relieving
Other: _____		

**Case Depth Required:** \_\_\_\_\_ **Hardness Required:** \_\_\_\_\_**Hardness Test Location:** \_\_\_\_\_**Masking required?**                      **Yes**                      **No**                      **Description:** \_\_\_\_\_**Are there important handling concerns for parts? If so, what are they?**                      **Yes**                      **No**  
\_\_\_\_\_  
\_\_\_\_\_**How would you like the parts returned? Any additional shipping instructions/ requests?**  
\_\_\_\_\_  
\_\_\_\_\_Should you have any questions please contact Rob Ducharme at [rducharme@thermexmetal.com](mailto:rducharme@thermexmetal.com)