

Your school name

and letterhead

Supplier Name

and address

RE: SCHOOL EXEMPT LABORATORY STATUS

TO WHOM IT MAY CONCERN,

In order to meet your requirements for the purchase of sodium metal, a letter of our status as an **Exempt Laboratory** is needed.

As Laboratory Manager, I wish to confirm that (your school name) qualifies as an Exempt Laboratory under the **HASNO** Act and the relevant Sections of the Code of Practice (2007).

We comply with **Section 33** of the HASNO Act, which stipulates that “small scale use of hazardous substances for research and teaching is exempt from the provisions of the Act, provided the use occurs in a Laboratory that meets the prescribed requirements”

I confirm that we meet all the necessary requirements of the Act and comply with regulations 5-16 as set out in the Code of Practice.

Yours Sincerely,

Signed

Laboratory Manager