



Mohawk New Chemical/Product Approval Request Form

The following is required on all requests of new item numbers for products that require an SDS, including samples. For **instructions on how to complete this form, see page 2.**

Along with Approval Request, please provide a copy of the Safety Data Sheet ("SDS") and a completed Chemicals of Concern Evaluation Sheet ("COC") if the product will be used in a production process.

EMAIL COMPLETED APPROVAL REQUEST FORM TO: environmental_approvals@mohawkind.com

1. Mohawk Requestor's Name:		2. Phone Number:	
3. Facility where product will be used:		3a. Branch plant (if applicable):	
4. Will this product be used in production?		<input type="checkbox"/> Yes, (if yes have manufacturer complete COC) <input type="checkbox"/> No	
5. Complete Product Name as it appears on the SDS:		COC Included: <input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Manufacturer of Product:			
7. Manufacturer's Product ID Number (if applicable):			
8. How will this product be used? Please be specific			
9. Container type:		10. Container volume:	
11. Expected annual volume to be purchased/used:			
COMMENTS			
<i>Click the button to the right to Email Form to Environmental Services. Please attach copy of SDS and COC form (if applicable) to email.</i>			
Completed by Environmental Services Only			
Trial Approval Only <input type="checkbox"/>	Reason Trial only		
	Amount of trial		*do not exceed this amount
Product Approved By:		Date	
Material Rejected By:		Date	
Reason Rejected:			

NOTE: Do not forward to Purchasing until Environmental approval has been obtained.

JDE Item #: _____

Unit of Measure _____ Ownership _____ Print Message _____

Vendor _____ Buyer _____

Form: FMSDSSPEC; Revision: 010.3/: YVfi Ufm%(ž&&%



When to complete this form?

This form must be completed and submitted to the Environmental Department for review and approval, prior to any new chemical or product being brought to a Mohawk/Unilin/Dal-Tile facility. This includes samples and products being trialed. Also if you want to bring a product on-site that has prior approval at another facility, but not yours, you will need to complete this form for approval to use at your location.

Who completes this form?

The Mohawk employee requesting the product completes the approval form. The approval form should not be completed by suppliers/manufacturers. For products that will be used in the production process, the supplier or manufacturer must complete the Chemicals of Concern Evaluation Form.

How to complete this form?

Please complete this form in Word format, listing the information requested in numbers 1 -10.

- #1: Name of Mohawk employee requesting approval.
- #2: Contact phone number or extension.
- #3: Name of the facility(s) where the requested product will be used.
- #4: Will this product be used in the manufacturing/production process?
- #5: Has the product manufacturer/supplier completed a Chemicals of Concern Evaluation sheet and is it included with the request?
- #6: List the product name as it appears on the Safety Data Sheet (SDS).
- #7: List the manufacturer's product ID if applicable.
- #8: Describe how the product will be used (please be specific).
- #9: List the type of container the product will be received in, and the volume of the container.
- #10: List the expected annual purchase/usage volume of the product. If the request is for a trial evaluation, please list the amount needed for the trial.

Once completed, please email it, along with a copy of the SDS, to the Corporate Environmental Department at environmental_approvals@mohawkind.com for review.