



# Request for Wood Packaging Stamping Service

## Company Information

**Company Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
 Street or P.O. Box City State Zip

**Billing Address:** \_\_\_\_\_  
 Street or P.O. Box City State Zip

**Physical Address:** \_\_\_\_\_  
 (For Stamping Service) Street City State Zip

**Business Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Primary Contact:** \_\_\_\_\_ **Title:** \_\_\_\_\_

## Stamping Service Request Information

### Heat Treated Lumber / Timbers Purchased for Wood Packaging Construction

Lumber / Timber Sizes (thickness x width x length)	Invoice (X)	Photo (X)	Agency Name	Mill No. or Mill Name	Quantity

### Wood Packaging Items to be Stamped:

Type (Box, Crate, Skid, Pallet, etc.)	Approximate Size (width x height x length)	Quantity

### Estimated Date of Completion and Ready for Inspection:

**Stamping Service Requested by:** \_\_\_\_\_  
 (Print Name)

\_\_\_\_\_ (Name of Person Completing Form) \_\_\_\_\_ (Date)

## NELMA Office Use ONLY

Service Request Received: \_\_\_\_\_ Request for Service Form Sent: \_\_\_\_\_

Completed Service Form Received: \_\_\_\_\_ Official Approval (Date & Initials): \_\_\_\_\_

Inspector Assigned & Date Notified: \_\_\_\_\_

Stamping Service #: \_\_\_\_\_ Inspection App #: \_\_\_\_\_

**Return Completed Request to NELMA**  
**Save and Email Form and Photos to (info@nelma.org)**