



Minimal Disruption Maximum Uptime

Agilent CrossLab Relocation Services

Agilent
CrossLab
From Insight to Outcome



Our experienced personnel handle every aspect of your move:

- Relocation planning and documentation
- Layout consultation for your new site
- Deinstallation, reinstallation, and performance verification
- Instrument requalification and compliance testing
- Inventory management
- Post-move documentation

Reduce the stress of your move and quickly restore your lab to full operation

Whether you're relocating a single instrument across the room, an entire lab across the ocean, or anything in between, choosing Agilent should be your first move.

Moving is disruptive, and minimizing that downtime is a priority. With Agilent, you'll have a single point of contact from start to finish, eliminating the hassles of multiple vendors and schedules. Our highly trained personnel have experience working with Agilent and non-Agilent systems, so all your equipment receives the care and consideration it deserves, all with minimal downtime.

And when we say all equipment, we mean more than just analytical instruments. We also move balances, titrators, glassware, refrigerators, freezers, samples, standards, reagents, office furniture, and much more.

Put 40 years of hands-on experience behind your next move.
Visit us and learn more at www.agilent.com/chem/relo




Who we are and what we do

Whatever your lab needs, Agilent CrossLab is ready to partner with you to create new and transformative opportunities. Together, we'll support your scientific and business goals with superior laboratory services, software, and consumable from Agilent. A direct connection to a global team of service experts delivers vital, actionable insights at every level of your lab.

Our solutions maximize performance, reduce complexity, and drive improved economic, operational, and measurable outcomes. And our innovative and comprehensive products generate immediate results and lasting impact.

How we help

Learn how Agilent delivered a quick and thorough relocation for flavor and fragrance producer Symrise.



Customer Testimonial
Symrise Asia Pacific Pte. Ltd.
www.agilent.com/chem/symrise-test

Minimal disruption and a quick return to full operation were delivered with complete satisfaction.

Whether your lab is moving across the street or ocean, CrossLab Relocation Services can make the process simple and stress-free.

Learn more at

www.agilent.com/chem/relo

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Tips for a stress-free lab relocation

Whether you need to relocate a single instrument or your entire lab—across the hall or around the world—choosing Agilent should be your first move.

For starters, you'll have a single point of contact from start to finish, so you'll eliminate the hassles of multiple vendors and schedules. You'll also avoid costly mistakes and unexpected downtime. That's because Agilent provides you with a trained project manager who has experience with Agilent and non-Agilent systems, and understands local GxP requirements. So, all your equipment will receive care and consideration.

And when we say all equipment, we mean more than just analytical instruments. We also move balances, distillers, glassware, fume hoods, samples, standards, reagents, hazardous materials, office equipment, computers, and much more.

Step 1: Plan your move

Our experts can handle every aspect of your move: relocation planning/documentation, layout consultation, deinstallation, reinstallation, performance verification, requalification, compliance testing, and inventory management

- Check inventory
- Pack a date
- Where to?
- Anticipated downtime

Step 2: Let Agilent help you prepare for your move by:

- Mapping out the entire process in a color-coded document
- Setting up your needs including infrastructure, site preparation, and IT
- Maximizing space efficiency in your new location
- Identifying specific requirements (such as custom and particle) and instrument specific requirements (such as GMP)
- Integrating your current or replacement software
- Defining pre/post-move verification tests for critical processes
- Identifying high-priority instruments and getting input from their users
- Optimizing schedules, identifying and preventing risks, creating change logs, staying on top of the process (beginning to end)

Put 40 years of experience behind your move: www.agilent.com/chem/relocation-services

Step 3: Deinstall and decommission instruments

- Validate pre-move status of critical components
- Create relocation checklist for analytical instruments
- Label instruments, parts, and equipment correctly
- Apply a dedicated tracking sheet (tag) of critical items to each package

Agilent event provides dedicated boxes for shipment

Step 4: Pack with care now... save time later

- Handle a necessary set for each box
- Label boxes to ensure delivery at the right time and location

Down the street or across the ocean... Agilent can make your move simple and hassle free: www.agilent.com/chem/relocation-services

Step 5: Make moving day worry-free

- Use experienced transportation professionals to safely move equipment, reagents, and hazardous materials
- Prepare required documents, regulatory compliance, etc. for cross-border shipments
- Designate specific zones for fragile instruments, GxP GMP systems and accessories
- Install expensive equipment

Agilent verifies boxes status before and after the move to reduce downtime

Step 6: Reinstall, reassemble, and reorganize

- Reinstall analytical instruments per your relocation checklist
- Verify post-move instrument installation and regulatory requirements
- Clear away packing materials
- Reconnect computers and test connections
- Update Service Address Settings

Combine preventive maintenance or other contracted service with the relocation to save time and money: www.agilent.com/chem/relocation-services

Step 7: Get back to business

- Perform instrument requalification and compliance testing
- Begin training and other follow-up items
- Agilent takes care of the Lab information access, and then reorganization after the move
- Sign off on all items of mobility forms
- Notes: Because Agilent guarantees post-move performance

Schedule your relocation today: 1-800-227-9770 agilent-inquiries@agilent.com



For stress-free lab relocation tips, visit
www.agilent.com/chem/relo

Agilent
Trusted Answers