**Dry Ice Ordering**

**Ordering Dry Ice from Select Gases**

This document provides a guide for ordering dry ice. As of November 15, 2021, dry ice will be provided by Select Gases LLC, located in Norcross, Georgia. Select Gases’ goal is to provide consistent and reliable dry ice deliveries to our labs and campus community.

**Pricing and Lead Time**

UGA dry ice customers have the option to source dry ice from the vendor of their choice; however, Select Gases has agreed to provide dry ice to UGA at the following prices. Pricing may fluctuate weekly, as it is predicated on total volume ordered by UGA each delivery.

**Dry ice rate per pound for weekly deliveries:**

- Less than 3,000 total pounds: $0.72 per pound plus $2.50 delivery fee per location
- 3,000 to 3,999 total pounds: $0.64 per pound plus $2.50 delivery fee per location

**Lead Time:** New dry ice orders—or changes to existing blanket orders—must be received by Select Gases by 5 p.m. the Wednesday of the week prior to the service/delivery to UGA. This is to accommodate the lead time for bulk product deliveries from distributors and delivery scheduling. Special or urgent needs must be clearly communicated well before dry ice is needed so that the order can be processed, product can be sourced and delivery can be scheduled.

**Blanket Orders**

Recurring dry ice orders should be placed in UGAmart as blanket Purchase Orders and should be placed well in advance of the need. Line quantity should be set to 1EA and unit price should be set to the total expected cost for the time period. The delivery address must list the building and room number of the lab or storeroom. Please be sure to include the following in the item description:

1. Lab/stockroom name.
2. The start and end dates of the blanket order.
3. Initial delivery schedule in 10-pound increments of dry ice pellets you want delivered each week. (30lb minimum per delivery; deliveries will be made on Mondays & Wednesdays).
4. Name and contact that driver can reach if needed during delivery.

**Sample PO line description:** “Blanket Order for Dry Ice Pellets for Chemistry Stockroom. Start Date: 7/1/2022. End Date: 6/30/2023. Initial Schedule: Mon 40lbs; Wed 90lbs. Contact: Richard Smith, 706-542-1234. Changes to schedule to be made directly with vendor.”

![Sample PO line description](chart.png)
Dry Ice Ordering

**To make changes to recurring blanket orders:** Users can call or email Select Gases to communicate increases or decreases in delivery quantities. Email [UGA@Selectgases.com](mailto:UGA@Selectgases.com) or contact Patrick Norton (VP of Operations) at 678-478-8653. Please keep lead times in mind, as mentioned above in [Pricing and Lead Time](#).

---

One-Time Orders

UGA users can also make one-time (ad hoc) orders with Select Gases. To make a one-time order, users can email [UGA@Selectgases.com](mailto:UGA@Selectgases.com) or contact Patrick Norton (VP of Operations) at 678-478-8653. Please keep lead times in mind, as mentioned above in [Pricing and Lead Time](#).

---

**Additional Information**

- Changes to weekly dry ice deliveries must be emailed or called in by the Wednesday prior to scheduled delivery to allow Select Gases lead time from their distributor. Please email [UGA@Selectgases.com](mailto:UGA@Selectgases.com) or contact Patrick Norton (VP of Operations) at 678-478-8653.

- Dry ice is also available on demand (sold by the pound) in limited quantities through [Central Research Stores](#) at both the Chemistry and Coverdell Stockrooms.

- If you have questions, please contact the OneSource Service Desk at [onesource@uga.edu](mailto:onesource@uga.edu) or 706-542-0202 (option 2).