

## Single Page DEA Form 222: Ordering Schedule II Controlled Substances

1. Complete **part 1** and **part 2** of DEA Form-222 and **MAKE A COPY OF THE FORM BEFORE ORDERING.**
2. Order your controlled substances and mail the original DEA Form-222 to the supplier, retain the copy for your own records.  
**NOTE:** Mailing address may be different than the address on the 222 form. Verify mailing address with the supplier.
3. Upon receipt of the controlled substances, complete **part 5** with the date and amount received.

**See the completed example form on page 2**



EXAMPLE

EXAMPLE

Step #2

PURCHASER INFORMATION



REGISTRATION INFORMATION



SUPPLIER DEA NUMBER:#

R	G	1	2	3	4	5	6	7
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**PART 2 TO BE FILLED IN BY PURCHASER**

Sigma Aldrich  
 BUSINESS NAME  
 2425 South 2nd Street  
 STREET ADDRESS  
 St. Louis, MO 63104  
 CITY, STATE, ZIP CODE

**PART 1 TO BE FILLED IN BY PURCHASER**

Bob Smith  
 Print or Type Name and Title  
*Bob Smith*  
 Signature of Requesting Official (must be authorized to sign order form)

Step #1

1/2/24  
 Date

**PART 5 TO BE FILLED IN BY PURCHASER**

**PART 3: ALTERNATE SUPPLIER IDENTIFICATION** - to be filled in by first supplier (name in part 2) if order is endorsed to another supplier to fill.

ALTERNATE DEA # 

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Signature- by first supplier \_\_\_\_\_  
 OFFICIAL AUTHORIZED TO EXECUTE ON BEHALF OF SUPPLIER \_\_\_\_\_ DATE \_\_\_\_\_

**PART 4: TO BE FILLED IN BY SUPPLIER**

ITEM	NO. OF PACKAGES	PACKAGE SIZE	NAME OF ITEM
1	1	1 g	Oxycodone hydrochloride
2	1	1 g	Methadone hydrochloride
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
2			

NUMBER REC'D	DATE REC'D
1	1/29/24
1	1/29/24

Step #3, AFTER drugs are received

Completed by supplier

Don't forget this box!

LAST LINE COMPLETED (MUST BE 20 OR LESS)