## Transmittal

**Definition**: Cover sheet displaying metadata for a document to be scanned that is placed in front of a document during scanning. The transmittal includes a bar code that will allow the scanning system to associate the document with a specific eTMF study item when scanning is complete.

	aster File – Document Specific Cover She	et Batch ID #:
	*DO NOT REUSE COVER SHEETS FOR OTHER DOCUMENT SUBMISSION	15*
Centralized Scanning Operations Use Only	Program Code: Hydromorphone Country: UNITED STATES	
Scan User ID: Batch Receipt Date:(dd - mmm - yyyy)	Study: CR017437 Site: 5222	
	Language:	
	Document Owner: Margaret Murphy	
Jocument Date: Jocument Receipt Date: dditional Information: ☐ Wet Signature/Rai ocument Indexed To Multiple Document Types: No	ised Seal 🗌 Multilingual 📄 All Required Signatures Present	

An Example Transmittal