CHAIN OF CUSTODY - SAMPLE SUBMITTAL FORM

COMPANY:

ADDRESS:

CITY/STATE/ZIP:

PHONE #:

CONTACT:

EMAIL:

PROJECT:

PO Number:

INVOICE EMAIL ADDRESS:

RUSH Due Date*:

** Expedited turnaround subject to additional charge*

QC Level
1 2 3 4

QC levels definition: QC1: none QC2: Batch QC, random sample
QC3: 25% surcharge. Narrative plus Batch QC, your sample selected
QC4: 40% surcharge. Add raw data

CHEMTECH-FORD LABORATORIES

Chemtech-Ford Laboratories
9632 South 500 West
Sandy, UT 84070
Phone: 801-262-7299
www.chemtechford.com

Sample condition			
	Custody Seal		Correct Containers
	Container Intact		Sufficient Sample Volume
	COC/Labels Agree		Headspace Present (VOC)
	Received on Ice		Temperature Blank
			Received within Holding Time

Delivery Method			
	UPS		USPS
	FedEx		Chemtech-Ford Courier
	Walk-in		Customer Courier

Lab Use Only	CLIENT SAMPLE INFORMATION				TESTS REQUESTED															
	LOCATION / IDENTIFICATION	DATE	TIME	MATRIX														E. Coli/Coliform (Absent/Present)	E. Coli/Coliform (Enumerated)	HPC
	1.																			
	2.																			
	3.																			
	4.																			
	5.																			
	6.																			
	7.																			
	8.																			
	9.																			
	10.																			
				Bottle type																
				Lot #																

Sampled by: [print]	Sampled by: [signature]	ON ICE NOT ON ICE Temp (C°):
Special Instructions:		**Samples received outside the EPA recommended temperature range of 0-6 C° may be rejected.**

Relinquished by: [signature]	Date/Time	Received by: [signature]	Date/Time
Relinquished by: [signature]	Date/Time	Received by: [signature]	Date/Time
Relinquished by: [signature]	Date/Time	Received by: [signature]	Date/Time

Payment Terms are net 30 days OAC. 1.5% interest charge per month (18% per annum). Client agress to pay collection costs and attorney's fees.