

# Sample Submission Form

## Organic Analysis



4260

### Your Details (Please submit one form for each sample)

<b>Account No.</b> <b>Contact Name</b> <b>Tel. no.</b> <b>E-mail:</b> <b>CC:</b> <b>Purchase Order no.</b> <b>Sample Ref. no.</b> <b>Quote Ref. no.</b>	<b>Company</b> <b>Address</b>
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Please do not mark above this line

### Sample Information & Analysis

**Note: Failure to complete any of the boxes in this section will imply sample is not hazardous and requires no special treatment**

#### Sensitivities, Risks & Hazards (please tick a minimum of one box)

Carcinogenic	<input type="checkbox"/>	Volatile	<input type="checkbox"/>	Explosive	<input type="checkbox"/>	<b>Not hazardous</b>	<input type="checkbox"/>
Hygroscopic	<input type="checkbox"/>	Light sensitive	<input type="checkbox"/>	Air sensitive	<input type="checkbox"/>	<b>Unknown</b>	<input type="checkbox"/>

#### Preparation and Handling Required

Drying Required	<input type="checkbox"/>	Air	<input type="checkbox"/>	Vacuum	<input type="checkbox"/>	Temp (°C)	<input type="checkbox"/>	Time (Hours)	<input type="checkbox"/>
Grinding Required	<input type="checkbox"/>	(Note – we are unable to grind samples under an inert atmosphere)						<input type="checkbox"/>	<input type="checkbox"/>
Handle under dry inert atmosphere	<input type="checkbox"/>	<b>No special treatment required</b>						<input type="checkbox"/>	<input type="checkbox"/>

Analysis	Required?	Expected Value (if known)	Single, Duplicate or triplicate Analysis (S, D or T)	Quantity of Sample **	Turn-around Time (standard/expedited)	Comments, sample description, formula
<i>E.g. Carbon</i>	<i>x</i>	<i>75%</i>	<i>D</i>	<i>5mg</i>	<i>standard</i>	
Carbon				}		
Hydrogen						
Nitrogen						
Oxygen						
Sulphur						
N/Protein						
TOC*						
<small>*TOC not currently UKAS accredited  **2.5mg of sample required per replicate for CHN, O, S, TOC and N/Protein</small>						

We are able to provide a 24 hr service for urgent samples by prior arrangement.

**Please indicate preferred method(s) of reporting**

Email   
 Phone   
 Post

<b>Signed</b>		<b>Name*</b>	<small>*if different from the above contact name</small>
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*For internal use only:*

Date Received	For Review	Declined	Accepted
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