

Chain of Custody Form

(2 samples per form, use additional forms as needed, enter all client information on 1st form)

Results To	Invoice To
Client : _____	Client : _____
Address: _____	Address: _____
_____	_____
Attention: _____	Attention: _____
Phone/Fax: _____	Phone/Fax: _____
Email: _____	Email: _____
Project / PO: _____	_____

Signature: _____ **Submittal Date:** _____

Sample ID: _____

Analyses Requested: _____

single
 dup
 dup out of range

Type of Compound: _____

Elements Present: _____

(provide structure on back if known)

Theory or Range of Concentration

C= _____ %					%
H= _____ %					%
N= _____ %					%
O= _____ %					%
S= _____ %					%
Melting Pt.: _____ °C				Boiling Pt.: _____ °C	

Special Sample Handling and Fees

<input type="checkbox"/> Air sensitive, transfer under N (\$15.00/transfer)	
<input type="checkbox"/> Dry prior to analysis (\$10.00)	_____ °C
<input type="checkbox"/> Dry prior to analysis & LOD (\$20.00)	_____ °C
<input type="checkbox"/> Dry under vacuum (\$20.00)	_____ °C
<input type="checkbox"/> Dry under vacuum & LOD (\$30.00)	_____ °C
<input type="checkbox"/> Prep/grinding (cost dependent on sample matrix)	
<small>(if not marked, client will be notified if samples require prep)</small>	
<input type="checkbox"/> Hazardous Sample Return (\$40.00+ / batch)	
<input type="checkbox"/> Non-hazardous Sample Return (\$20.00+ / per batch)	

Rush Service and Fees

<input type="checkbox"/> Same Day (200%)	<input type="checkbox"/> 2-3 Bus. Days (50%)
<input type="checkbox"/> Next Day (100%)	<input type="checkbox"/> 4-6 Bus. Days (20%)

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Signature: _____ **Received Date:** _____