

CHAIN OF CUSTODY FORM

FORM NO: COC- _____
ORDER NO: SA- _____

DATE: _____

01 CLIENT INFORMATION

NAME * _____
EMAIL * _____
ORGANIZATION _____ (optional)
PHONE _____ (optional)

02 SAMPLE INVENTORY

| # | SAMPLE ID | DESCRIPTION | FORM | QTY/WT | HAZARD |
|---|-----------|-------------|------|--------|--------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |
| 6 | | | | | |
| 7 | | | | | |
| 8 | | | | | |

TOTAL SAMPLES: _____

03 TESTING REQUESTED

HPLC GC-MS LC-MS FTIR
 RUSH PROCESSING (24hr) CERTIFICATE OF ANALYSIS

OTHER / NOTES: _____

04 SPECIAL INSTRUCTIONS

STORAGE: AMBIENT REFRIGERATE (2-8°C) FREEZE

NOTES: _____

05 CHAIN OF CUSTODY

RELINQUISHED BY (CLIENT)

Signature: _____ Date: _____
Print Name: _____ Time: _____ AM / PM

RECEIVED BY (LABORATORY)

FOR LAB USE

Signature: _____ Date: _____
Print Name: _____ Time: _____ AM / PM

06 CONDITION ON RECEIPT

FOR LAB USE

PACKAGE INTACT: YES NO
SAMPLES INTACT: YES NO
LABELS LEGIBLE: YES NO
TEMP ACCEPTABLE: YES NO
SAMPLE COUNT MATCHES: YES NO

DISCREPANCY NOTES: _____

INTAKE TECHNICIAN: _____ DATE: _____