

Expert Chemical Analysis

10366 Roselle St. Suite C – San Diego, CA 92121

PHONE: (858)535-9979

**ORDER INFORMATION/CHAIN OF CUSTODY FORM**



<p><b>CUSTOMER INFORMATION</b></p> <p>COMPANY: _____ Date: _____</p> <p>CONTACT: _____</p> <p>ADDRESS: _____</p> <p>_____</p> <p>_____</p> <p>Safety Issues/Special Instructions: _____</p>	<p><b>REPORT/BILLING INFORMATION</b></p> <p>P.O.# _____</p> <p>Report results by <input type="checkbox"/> mail <input type="checkbox"/> e-mail</p> <p><input type="checkbox"/> telephone <input type="checkbox"/> customer pick up</p> <p><u>Special Handling</u></p> <p><input type="checkbox"/> 1-2 day rush (100% surcharge)</p> <p><input type="checkbox"/> 3-6 day rush (50% surcharge)</p> <p><input type="checkbox"/> 7-10 business days (standard)</p> <p><input type="checkbox"/> Other</p>
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**SAMPLE INFORMATION.** Date sampled: \_\_\_\_\_ Time Sampled: \_\_\_\_\_ Sampler: \_\_\_\_\_

Sample type:  Solid  Liquid  Gas  Organic  Non-Organic  Metals  Solid Waste  Waste Water  Sludge  Soil  Other Matrix

Storage/Preservation Requirements:  15-25°C (Room Temperature)  2-8°C  ≤-20°C  80°C  pH<2.0  pH>9.0  Other: \_\_\_\_\_

<b>ANALYSIS</b>		<i>Italicized areas are for ECA use only</i>						
CUSTOMER SAMPLE ID	ANALYSIS REQUESTED	<i>ECA sample #</i>	<i>Storage #</i>	<i>Notebook reference</i>	<i>SOP No.</i>	<i>Analysis Date</i>	<i>Specs</i>	<i>Analysis Results</i>

**CUSTODY:**

1<sup>st</sup> Relinquished By \_\_\_\_\_ Date/Time: \_\_\_\_\_ 2<sup>nd</sup> Received By: \_\_\_\_\_ Date/Time: \_\_\_\_\_

1<sup>st</sup> Received By: \_\_\_\_\_ Date/Time: \_\_\_\_\_ 3<sup>rd</sup> Received By: \_\_\_\_\_ Date/Time: \_\_\_\_\_

As Received Condition/Note: \_\_\_\_\_