



# The MicroStar Lab, LTD.

130 Erick Street • Crystal Lake, Illinois 60014 • (815)526-0954 • Fax: (815)356-7342 • www.microstarlab.com

## SAMPLE SUBMISSION FORM

Please complete the following information and submit this form with your sample(s)

Company	
Contact	
Street Address	
City, State, Zip	
Phone #	
E-mail	

Test Requested	
# of Samples	
Quote #	
PO #	
Samples stored at room temperature unless otherwise indicated here:	

<b>SAMPLE IDENTIFICATION</b> (this ID will be used to identify samples in the final report)
<p>Please bag sample types separately to prevent cross-contamination. Label each bag with sample identification. If you must label the sample directly, use pencil only.</p>

**Comments**

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### REPORT & INVOICE INFORMATION

Final reports are sent to the e-mail address of the contact person listed above in a password protected Win Zip file.

Additional Report Authorized to:		Send Invoices to:		<input type="checkbox"/> same as contact above
Email:		Email		
Company & Street Address		Company & Street Address		
City/Town		City/Town		
State, Zip Code		State, Zip Code		

MicroStar Lab, LTD. sends out final reports and billing electronically. Please call the lab if a hardcopy is required.

**Sample Disposition:**  Discard after testing  Return Samples (decontamination fee may apply)  Other:

IF MATERIALS ARE TO BE RETURNED AFTER TESTING, PLEASE PROVIDE A COURIER NAME AND ACCOUNT NUMBER:

This **Sample Submission Form** must be signed by the customer and returned to MicroStar Lab, LTD. with the test samples before testing can begin. By signing below, the Customer and The MicroStar Lab, LTD. Acknowledges that they have received and hereby agree to all of the Terms and Conditions included within the Quote wherein The MicroStar Lab, LTD. agrees to perform, and the Customer agrees to pay for the requested testing and reporting services identified in the Quote.

Signed for and on the behalf of the Client:

Title:

Date:

For Internal Use Only: MSL-F-228-04JL

Received By: \_\_\_\_\_ Date: \_\_\_\_\_ Project Number: \_\_\_\_\_ Comments: \_\_\_\_\_

MicroStar Lab, LTD. Approval: \_\_\_\_\_ Date: \_\_\_\_\_