

## Food and Environmental Submission Form/Chain of Custody

**Customer Details**

Company Name:\*

Contact Person:\*

Email:\*

Contact Phone No.:\*

Address:

  
  
  
  
  
  
  
  
  
  

Submission Ref.:

Purchase Order No.:

Contract/Quote No.:

**Reporting Details**

Report Results To:\*

Extra Copies To:

  

Report each sample separately?\*

If multiple samples are listed below, tick yes to receive an individual CoA for each sample.  Yes  No

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Sample Sent By (Name):\* Signed By:\*

Date/Time Dispatched:

Condition sample(s) dispatched in:  Ambient  Chilled  Frozen

Quarantine *(include a copy of the MPI Import Permit/Transfer Form stating country of origin)*

Return sample(s) after analysis *(Courier fees apply)*

**NOTE: Samples will be discarded/returned 8 weeks after reporting unless otherwise instructed.**

AQ to composite samples?  Yes

Are samples hazardous to health?\*  Yes  No

Water samples submitted?\*  Potable  Non-Potable

AQ Project Reference  
(AQ Use Only)

**AsureQuality Limited**  
 Wellington Laboratory  
 1C Quadrant Drive, Waiwhetu  
 Lower Hutt 5010  
 New Zealand  
**Tel:** +64 4 570 8359  
**Email:** GracefieldSR@asurequality.com

**Urgency Details\***

Normal Turn-around-time (TAT)

Urgent Service *(please select from options below)*

Half quoted TAT (50% surcharge)

Quarter quoted TAT (100% surcharge)

**NOTE:** For urgent testing, please contact AQ prior to submitting samples to confirm availability.

Sample Name* <small>(unique sample identifier)</small>	Sample Type* <small>(Type of product/substance/material E.g., Potable Water, Soil, Biota Product, Apple, Cow Liver, Apple, Honey, Spinach)</small>	Sample Description <small>(additional sample information, to appear on report)</small>	Sampled Date <small>(used to determine holding time, if applicable)</small>	Testing Requirements* <small>(test or compounds to be tested for)</small>	AQ Ref. only

\*Required information

Comments/Additional Information:

Received By (Name):\*  
Signed By:\*

Receipt Details  
(AQ Use Only)