



Sample Receipt, Storage Return and Disposal Procedures

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CHAIN OF CUSTODY RECORD

3598 Cadillac Ave, Costa Mesa CA 92626
 Phone: (714) 435-9800 FAX: (714) 435-9585

Lab Job No.: _____
 Date: _____
 Page(s): _____

Client: _____ Client Contact: _____ Project Manager: _____
 Address: _____ Phone Number: _____ Project Name/Number: _____
 City: _____ Email: _____ Proposal: _____
 State: _____ ZIP: _____ P.O.: _____

| PLI Fraction | Sample Information | | Container Information | | | Analytical Requirements |
|--------------|---------------------|--------|-----------------------|---------------|----------|-------------------------|
| | Description/Lot No. | Matrix | Receipt Temp. | Volume/Amount | Quantity | Tests Required/Comments |
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Turn Around Time (TAT): Normal: _____ Expedite (Surcharge may apply): _____

Sample Storage Location: _____

Special Instructions: _____

After analysis samples are to be: Disposed of (add'l fee) Stored (90 days max) Stored over 90 days (add'l fee) Returned to Client N/A

| Delivered By | Date: | Received By | Delivered By | Date: | Received By |
|--------------|--------------|-------------|--------------|--------------|-------------|
| Signature: | | Signature: | Signature: | | Signature: |
| Print Name: | Time: | Print Name: | Print Name: | Time: | Print Name: |
| Company: | | Company: | Company: | | Company: |