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SAMPLE TESTING FORM FOR INNOVATECH LABS

How did you hear about Innovatech Labs?

Company Name: _____

Person Submitting: _____

Address: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

Sample Identification: _____

Testing Required: _____

Hard Copy Report: Yes No

You will automatically receive a PDF attachment of your report via e-mail. We do not send out hard copies of the reports unless requested to do so.

Date Needed By: _____ **** MUST INITIAL TO OK RUSH CHARGES** _____

Standard turn around time is 5 business days.

Up to 48hr turn around = 100% rush charges -- 2-4 day guarantee = 50% rush charges. Otherwise, samples will be prioritized in the order we receive them.

**Please keep in mind for completion date: Samples will be in queue by 3pm on the day of their arrival or at 8am the following day if they arrive after 3pm.*

Sample Return Requested: No Yes

Please provide shipping account number:

Fed Ex: _____

UPS: _____

Address where invoice should be sent if other than address of person submitting samples:

Purchase Order #: _____ ****If using PO, it must be included when submitting samples. Thank-you!**

If using Visa/MasterCard or American Express, submit Cardholder name, card number, expiration date & security code

Type of Card: _____ Name as listed on card: _____

Billing address of credit card: _____

Card Number: _____

Expiration Date: _____
Month Year

Security Code: _____

Cardholder Signature: _____

****Please be advised that incomplete forms may delay processing of your sample. Thank you.****

Microcontamination / Cleanliness Testing
Samples Require Additional Information
Sample Description: (i.e. use in hard drive)

Surface Area: (if sample is a finished part)

Specification / Test Method to Follow:

Acceptance Criteria (if known)

