



# Micro Measurement Laboratories, Inc.

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## SAMPLE SUBMISSION FORM

F-169.10

MML Project #: \_\_\_\_\_ (Internal use only)

Samples cannot be scheduled for testing until **ALL** information below is provided. Please include a copy with the shipment.

Payment Method:  PO #: \_\_\_\_\_  Credit Card Quote #: \_\_\_\_\_

BILL TO	REPORT TO Reports will be sent as PDF via Email to Company below
Company: _____ Address: _____	Company: _____ Address: _____
AP Contact: _____ AP Email: _____ AP Phone #: _____	Contact Name: _____ Phone #: _____ Contact Email: _____ CC Email: _____
An invoice will be provided to the contact above.	

Standard Turnaround Time is 7-10 Business Days<sup>1</sup>.

**Expedited Service must be arranged with MML prior to sample submission.**

Please email: [AnalyticalTesting@mmlabs.com](mailto:AnalyticalTesting@mmlabs.com)

#	Sample Name/Sample Description <b>An SDS is required for all samples submitted</b>	Lot # or Customer's Reference #	Fill Vol.	Quantity	MML Test Code (From quote)	Test Method/ Procedure
	Hazardous: <input type="checkbox"/> Yes <input type="checkbox"/> No					
	Hazardous: <input type="checkbox"/> Yes <input type="checkbox"/> No					
	Hazardous: <input type="checkbox"/> Yes <input type="checkbox"/> No					
	Hazardous: <input type="checkbox"/> Yes <input type="checkbox"/> No					
	Hazardous: <input type="checkbox"/> Yes <input type="checkbox"/> No					

Storage requirements: <input type="checkbox"/> Room temperature <input type="checkbox"/> 2°C to 8°C (Refrigerated) <input type="checkbox"/> -5°C to -25°C (Freezer) <input type="checkbox"/> Other <sup>2</sup> (please specify) _____	Special Instructions <sup>3</sup> : _____ _____
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Sample Handling After Testing<sup>6</sup>:  Discard Sample<sup>4</sup>  Return Sample<sup>5</sup>  Return Cooler<sup>5</sup>  Return Temp. Monitor<sup>5</sup>

Return by:  FedEx  UPS  Other: \_\_\_\_\_ Account #: \_\_\_\_\_

1. Medical devices and special projects T.A.T. are normally 10+ business days and project dependent.
2. Special storage conditions must be arranged with MML prior to sample submission.
3. Samples that require special handling, precautions, and/or disposal will incur a minimum handling fee of \$50.
4. Liquid samples are discarded 7 days after testing, and empty containers are discarded 30 days after testing.
5. A shipment must be scheduled, or an account number must be provided to cover the shipping charges.
6. SHARPS are disposed of immediately after testing for safety reasons.

Ship samples to:

Attn: Testing Department

Micro Measurement Laboratories, Inc.  
1300 South Wolf Road, Wheeling, Illinois 60090

Testing Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Customer Signature Required)