



**SUBMITTER INFORMATION:**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**BILLING INFORMATION:**

Check if same as submitter

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

**P.O. NUMBER:** \_\_\_\_\_

**Additional Results Recipients:**

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

E-mail: \_\_\_\_\_

**PREFERRED METHOD TO RECEIVE REPORTS:**

E-MAIL ONLY

MAIL ONLY

E-MAIL & MAIL

Sample ID	Sample Description	Tests Requested	Expected Levels (if available)

**SPECIAL INSTRUCTIONS:**

\_\_\_\_\_

**Services are provided subject to NP Analytical Laboratories' Standard Terms and Conditions of Service. Please contact us to discuss priority service requests prior to shipping samples. Additional charges may apply for priority service. Samples requested "ASAP" will be entered for normal service time.**

**Special instructions for shipping perishable items:** Before shipping perishable or frozen samples, please call us so that we can expedite delivery of the samples to ensure their integrity. Samples should be shipped in suitable containers and packed to maintain perishable items at an appropriate temperature. Shipments should be scheduled to arrive at NP Analytical Laboratories during regular business hours unless specific arrangements are made in advance.