

Eurofins SFA SN **Always check on-line for validity** Version: 1 Title: SN - Chain of Custody Publish Date: 23 Jul 2024

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[SN\_Project@ft.EurofinsUS.com](mailto:SN_Project@ft.EurofinsUS.com) **Chain of Custody**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Company Name: | Company Reporting To | | | | | | | | | | Bill to: | | Company Billing To | | | | |
| *Report Contact, Address, Phone:*  Report Contact, Business Address, Phone # | | | | | | | | | | | *Invoice Contact, Address, Phone (if different):*  Bill to Contact, Address, Phone # | | | | | | |
| *Email Report To (list all):*  Email Invoice To (List All) | | | | | | | | | | | *Email Invoice To (list all):*  Email Invoice To (List All) | | | | | | |
| Onboarding Forms (submit online)  Filled Out COC (or EOL confirmation)  Purchase Order (Printed or Emailed)  Signed Quote (Printed or Emailed)  SDS Provided (Printed or Emailed) | | | Y  Y  Y  Y  Y | N/A  N/A  N/A  N/A  N/A | Please confirm these items are included in the package with your sample(s) before submitting. Failure to provide any item will result in sample(s) being placed on hold. Testing **will not** begin until required documentation has been received. | | | | | | **Compliance:** | | | Non-GMP  Legal/Insurance  GXP/Regulatory *(Specify in Comments)* | | | |
| **Turnaround Time:** | | | Standard  Expedited\*\* *(List desired due date)* Click or tap here to enter text.  *\*\* Please notify your laboratory contact at time of shipping to avoid delays.* | | | |
| **Purchase Order:** | | | PO Number | | | |
| **Quote Number:** | | | Quote Number | | | |
| **Sample Description *(Includes Lot# and Exp)*** | | | | | | | **Test(s) Requested** | | | | | | | | | | **Specifications** |
| 1  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| 2  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| 3  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| 4  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| 5  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| 6  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| 7  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| 8  Sample Description (including Lot # if applicable) | | | | | | | Test(s) Requested | | | | | | | | | | Specifications |
| ***Relinquished by:*** | | ***Date:*** | | | ***Time:*** | **Eurofins Use Only** | | | | | | | | | | **Comments:**  Additional Comments | |
| **Condition on Receipt** | | | | **Temp** | | **Received Via** | | | |
| ***Received by:*** | | ***Date:*** | | | ***Time:*** | **Container(s) OK?**  **Sample(s) Leaking?**  **Sample Temp (°C):** | | **Y**  **Y** | **N**  **N** | **Refrigerated**  **Frozen**  **Ambient** | | **UPS**  **Mail**  **MSG** | | | **FedEx**  **DHL**  **Sampler** |
| ***Relinquished by:*** | | ***Date:*** | | | ***Time:*** |
| ***Received by:*** | | ***Date:*** | | | ***Time:*** |

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