

**THE SOUTHERN AFRICAN GRAIN
LABORATORY NPC**

ANALYSIS REQUEST FORM

Grain Building - Agri-Hub Office Park
SAGL
477 Witherite Street
The Willows
0040

Tel: +27 12 807 4019
Email: info@sagl.co.za
Web page: www.sagl.co.za
Fax to e-mail: 086 216 7672
GPS Co-ordinates: 25°46'4.45"S 28°18'29.97"E

CUSTOMER INFORMATION		Sample 1				Sample 2				Sample 3				Sample 4			
		Company name:															
		Name of person to receive the test report:				Email address:											
		Telephone number:				Fax number:											
		Postal address:				Physical address:											
		Name of person to receive a copy of the test report:				Email address:											
Order number:				VAT number:													
SAMPLE REFERENCE																	
PRODUCT DISCRIPTION (for example wheat product)																	
WOULD YOU LIKE YOUR SAMPLE BACK		Yes/No															
ADDITIONAL INFORMATION	Are the product(s) intended for human or animal consumption?	Human / Animal															
	Will the test results be used for instrument calibration or verification purposes?	Yes/No															
	Will the test results be measured against a specific Regulatory level, if yes, please provide the Regulatory document or specify the Regulatory reference.	Yes/No															
	If product mixtures are applicable to your sample(s), please list the different components per sample.																
LIST OF ANALYSES <i>(Please list all the analyses which needs to be done on each sample)</i>																	
FOR OFFICE USE																	
PLEASE TAKE NOTE THE FOLLOWING:																	
<ul style="list-style-type: none"> An analysis request, signed copy of SAGL's quotation/proforma invoice and purchase order must accompany each sample batch. Sample reference(s) documented on the analyses request must correspond with the reference(s) documented on the sample packaging. It is important to ensure that each sample in the consignment received by SAGL for testing is a representative sub-sample of the bulk sample (e.g. Load, shipment, batch). The test results of calibration/verification samples can only be guaranteed when homogeneity testing was done. Vitamin analyses: Please attach a copy of the vitamin and mineral concentrations (for each sample) to the analysis request to assist SAGL with dilutions during sample preparation. To prevent loss of vitamin content, samples should be protected from light/heat and be packaged in dark packaging. Moisture analyses: Moisture samples for dispute or calibration purposes should always be forwarded in air/moisture tight screw cap containers as environmental conditions can influence the samples' moisture content. Sample containers should always be filled to the top. Particle size: A maximum of five sieves and the pan is included in the cost of a single sieve test. Customers are requested to list the sieve sizes according to their product application. Please refer to SAGL's website for a list of available sieves. Uncertainty of measurement of all the SANAS accredited methods are available upon request. If available, sealed arbitration samples are retained for one month by the SAGL for future reference. Additional information is available on SAGL's website on www.sagl.co.za, select "Services" and "Types of Analyses". 																	

SIGNATURE

Date

Name in block letters

Telephone number