

Sample Submission Form/Chain of Custody

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| SUBMIT SAMPLES TO: Gateway Analytical, LLC Attn: Sample Receiving 2009 Kramer Road Gibsonsia, PA 15044 Phone: (724) 443-1900 Fax: (866) 658-1445 | Sample Submission Instructions: <ul style="list-style-type: none"> • Please fill out all fields, failure to do so will delay project log in • Please provide one (1) form per project/report • You must include a current SDS for all pharmaceutical products • Please indicate if for FDA submission, Release, or Stability Testing <ul style="list-style-type: none"> • NDA/ ANDA # _____ |
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Customer Contact Information

Quotation #:

PO#:

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| Report To: Company: Address: City, State, Zip: | Contact Name: Phone #: Email: |
| Invoice To: Same As Above Contact Name: Phone #: Email: | Gateway Analytical Use Project #: Customer ID: |

Sample Handling Information

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| Requested TAT: Standard Expedited (50% Surcharge) Rush (100% Surcharge) | Sample Disposition: Discard Return - Shipping Acct #: | |
| Material Information: Storage: | Temperature Logger: | DEA Controlled Substance: Choose One (Required) N/A II III IV V DEA Registration # Biosafety Level: N/A BSL-1 BSL-2 |

Chain of Custody (Record of Sample Exchange)

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| Originated By: Date/Time: | Received By (Print): Received By (Sign): Date/Time: | Relinquished By (Print): Relinquished By (Sign): Date/Time: |
| Delivered By: | FedEx UPS World Courier QuickStat DHL Other _____ | |
| Packaging: | Box Envelope Other _____ | |
| Sample Condition: | As Expected Not As Expected _____ | |
| Login by Initials/Date: | | |

Sample Information:

| Item # | Customer Sample ID | Sample Description | Requested Analysis (Please refer to your Quote) | Gateway Analytical Sample ID (GA Use Only) |
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Comments/Special Instructions:

Disclaimers:

- Deliveries to Gateway Analytical must take place between the hours of 8:00am- 4:00 PM/ EST. Gateway Analytical cannot guarantee proper handling of materials or samples where delivery is arranged outside normal delivery hours.
- If storage condition is not identified, a condition similar to how the sample was received will be assigned until the customer is notified and instructions are provided.
- PO, Quote number, and SDS need to be included. Failure to provide these may result in delays.