RJ Analytical, LLC
Chain of Custody
Analyses Request Form

RJA Labs
rjalabs.com

Company:
Address:

Shaded areas for laboratory use only.

Phone:
Contact:
Email:

Turnaround Required:* _____
* Expedited turnaround subject to additional charge.
Please contact your project manager before submitting rush samples.

Mark 'X' for copy to Division of Drinking Water: ___

Lab ID	Sample Location	# Containers	Matrix Code*	Sampling Date/Time	Analyses Requested	Notes	Receipt Temp. (ºC)	Sample Amount	On Ice	Label	Container / Preservation

Sampled by (print):

Sampled by (signature):

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* Matrix Code:	Sample Handling:	Comments:
• [R] Potable Water - Routine • [I] Potable Water - Investigative • [N] Non-potable Water	Unless otherwise specified, samples are stored at room temperature and are disposed of 60 days from reporting. If other arrangements are required, please indicate in the comments section. RJA is not responsible for sample degradation of unspecified samples or loss of samples after the retention period for unspecified samples. Also note any special precautions required to handle any of the samples submitted in this form. Client is responsible for any injury caused by unspecified samples.	

Released by (signature):*	Released (date/time):	Received by (signature):	Received (date/time):

This is a legally binding document; the original released signee agrees to net 30 terms from the date of invoice for completed work. A finance charge of 1.5% per month (18% per annum) of the unpaid balance will be added monthly. Should collection become necessary, the responsible party agrees to pay a collection fee of up to 40% and all legal fees of collection, with or without suit, including attorney fees and court costs. A $25.00 charge will apply to all return checks. Non-Transfer Clause: The responsible party cannot transfer or assign the account relationship without the written consent of RJA.