  **Microbial Analysis Request Form (COC)**

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| Company:  | Client No.: | Date: |
| Street: | City: | State: | Zip: |
| Contact: | Phone: | Fax: | E-mail: |
| Site: | PO / Job#: |
| Comments: |
| Turn Around Time: | DUE DATE: DUE TIME: | Report Via: ❒ Fax ❒ E-Mail ❒ Verbal |
| Sample ID | Date / Time | Sample Location / Substrate | FOR AIR SAMPLES ONLY | Sample Area / | Analysis Requested | SampleType | Culture MediaViable Samples |
| TimeOn/Off | Avg.LPM | Total Time | Air Volume | ❒ MOLD OR❒ BACTERIA | ❒ Spore Trap❒ Swab❒ Tape❒ Other | ❒ MEA❒ DG-18❒ CMA❒ TSA❒ Cellulose |
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| Sampled By:  | Date: | Time: |
| Shipped Via: ❒ Fed Ex ❒ DHL ❒ Airborne ❒ UPS ❒ US Mail ❒ Courier ❒ Drop Off ❒ Other:  |
| Relinquished By:Date / Time:Condition Acceptable? ❒ Yes ❒ No | Relinquished By:Date / Time:Condition Acceptable? ❒ Yes ❒ No | Relinquished By:Date / Time:Condition Acceptable? ❒ Yes ❒ No |
| Received By:Date / Time:Condition Acceptable? ❒ Yes ❒ No | Received By:Date / Time:Condition Acceptable? ❒ Yes ❒ No | Received By:Date / Time:Condition Acceptable? ❒ Yes ❒ No |
| SGS Built Environment may subcontract client samples to other SGS locations to meet client requests.San Francisco Office: 3777 Depot Road, Suite 409, Hayward, California 94545-2761 / Telephone: (510)887-8828 \* (800)827-3274 / Fax: (510)887-4218 |
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| Las Vegas Office: 3626 Sunset Road, Suite 100, Las Vegas, Nevada 89120 / Telephone: (702)387-0040 / Fax: (702)784-0030 |