

How To Prepare Your Samples For Shipment



www.apricotanalytics.com
Apricot Analytics

1. Make sure you send us enough sample.

Here are our minimum sample size requirements, which varies based on the type of test requested for each type of product.

Requested Test	Flower	Concentrates	Infused (capsules, tinctures, edibles)
CBD Safety Screen	24 g	12 g	6 units
Potency Test or Individual Tests	4 g	2 g	1 unit

2. Prepare your samples.

- Samples for each test must be submitted in separate containers. Raw flower should be properly cured and milled to ensure a homogenous representation of your sample.
- Label each sample. Samples should be clearly labeled with the following information:
 - Company name
 - Sample name
 - Batch id (optional)
 - Test type

3. Carefully package your samples.

- To avoid problems with your samples while in transit we recommend you use a container within a container, then put that in your shipping container.
- Primary Container. Place your sample in a suitable container based on type of product. For glass containers, reinforce screw caps with adhesive tape. Affix a proper label to clearly identify the contents.
- Secondary Container. Use a watertight/leak-proof container or sealable mylar envelope. Reinforce the container using adhesive tape or heat seal.
- Shipping container. Use a sturdy shipping box, not an envelope.

4. Include Documentation.

- Order Confirmation or Chain of Custody Form. This helps us make sure your samples are attached to your order.
- Other Documentation. Include copies of any licenses. If your package is selected for inspection in transit, this will help expedite the release of your package.

5. Include payment. If you have not already paid online, include a check made out to **RQC Holdings** with your samples. No cash please. All orders must be fully paid before we can test your samples.

6. Ship it! Send samples to:

Apricot Analytics
Attn: Sample Intake
1550 IL 4
Sparta, IL 62286