

Quality Services International GmbH

Sample Submission

The samples must be packed leak-proof, airtight and protected from light.
For glass packaging, it is advisable to wrap the containers with bubble wrap.

In addition, the box in which the samples are sent can also be lined with bubble wrap, foam or insulating material to protect the samples from impact.

To prevent leakage or contamination, the individual sample containers should also be wrapped in plastic or aluminum foil. For liquid samples, ensure that the leak-proof sample containers are transported in an upright position.

The transport position should be marked on the outside of the package. This ensures that the samples arrive at our premises undamaged and in the condition in which they were sent.

Arrow points upwards during transportation



The samples and the package in which the samples are sent must be clearly labeled so that they can be assigned to the respective order and customer account.



Sender

Recipient

After completing the order sheet by providing all relevant information, such as sample label, number

Quality Services International GmbH

of samples and analyses to be ordered, the order sheet has to be enclosed with your package (please see form „Completing Order“).

The following information only applies to shipments from outside the EU to Germany.

The pro forma invoice must be filled out and also enclosed with your package.

The amount entered on the pro forma invoice must be 1 EUR, and it must be noted that the samples are being shipped for analysis and will be destroyed afterward.



Attach to outside
of package

Quality Services International GmbH

QSI

6

QSI Inven: Substitutions Nr. 2-2018 Wiener

Form

Größe

PSZ - 101

Bräunung, April 2, 2018

Proforma Invoice

For the announced first order please find the proforma invoice as follows:

Type	Quantity [m ²]	Weight [kg]	Price in €
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For lab purposes only without commercial value.

LinCredit Bank AG
Corporation Bank by request
Ludwigstr. 10A
10463 Berlin

For payments terms Europe:

IBAN: DE75 2512 0530 0006 0485 49 for payments in Euro
IBAN: DE44 1000 0003 0017 7676 for payments in US Dollar on our account in Germany
BIC: WELTDE33HAN

To avoid custom issues, our import licence must be attached to the outside of your package. Best suited for this is a transparent sleeve.



Attach to outside
of package

[illegible]

We will gladly send you our current import licence. Additionally, it can also be downloaded [HERE](#).

To test for mineral oil hydrocarbons, please follow [these instructions](#).