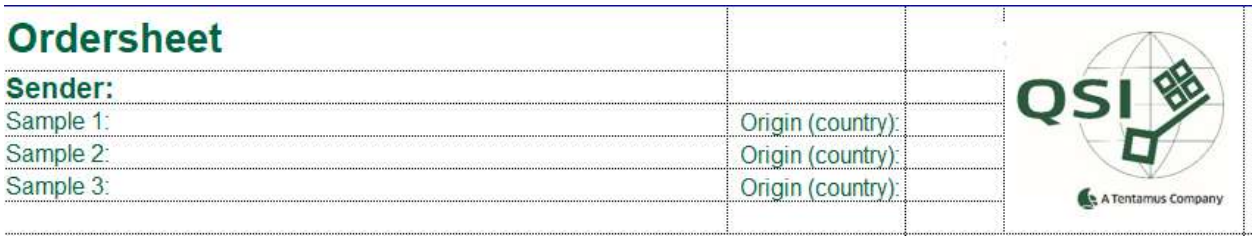
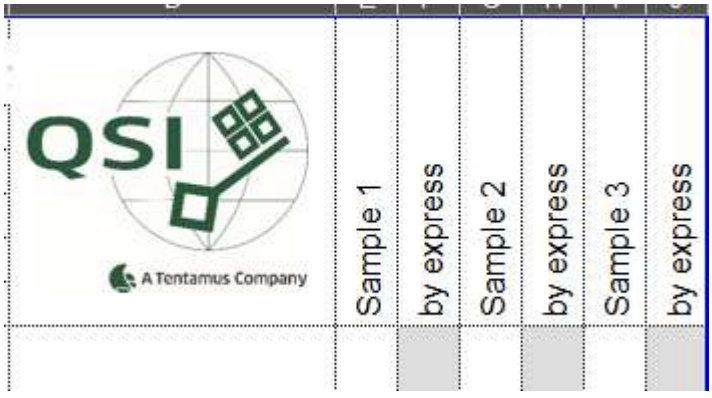
Completing Order Sheet

Please complete our order sheet with the following information:

- Sender and customer number
- Sample label for the respective samples sent -> if there are more than 3 samples, as space provided in the form, please contact our Customer Service Team. We will provide an individual order sheet based on your specific needs
- Origin (country)



- Please mark the analyses to be ordered for the respective samples in the columns provided (sample 1, sample 2, etc.)
- If you would like to order an express analysis, please also mark this in the appropriate column (in addition send us an email notification in advance: info.qsi@tentamus.com or customerservice.qsi@tentamus.com)

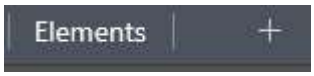


- Also use the forms for additional orders for samples that have already been sent to us. Please provide the sample number assigned internally by us as the respective sample reference (it can be found in the order confirmation)

- Please ensure to select the appropriate order form for your respective matrix



- For heavy metals (elements), please use the „Elements“ order sheet



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Flughafendamm 9a
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Amtsgericht Bremen
HRB 18842
Managing Director:
Dr. Cord Lüllmann

HypoVereinsbank
IBAN: DE70 1002 0890 0036 9495 49
BIC: HYVEDEMM488
VATIN. DE 202142221

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

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



Proforma Invoice

For lab purposes only without commercial value.

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



Die Senatorin für Gesundheit, Frauen und Verbraucherschutz

Freie Hansestadt Bremen

Bescheid:

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.