

# LABORATORY CHAIN-OF-CUSTODY RECORD



Laboratory Use Only.

151 Windy Hill Lane. Winchester, VA 22602. Phone: (540) 662-4185

<b>Client or Owner Name and Address of Sampling Site</b>  <b>Client Name and Billing Address:</b>  <b>Contact Phone:</b>  <b>Identifying No.(s) (Permit#, etc.)</b>	<b>Sampling Dates:</b> Grab: Comp. Begin    Comp. End  <b>Sampler (print)</b>  <b>Sampler (signature)</b>	<b>Sampling Time(s)</b> Comp. Begin    Comp. End    Grab  <b>Sample Source</b> (Final Effluent, Outfall 002, etc.)  <b>Type</b> (WT, WW, SW, GW, PW, S) see below  <b>Accreditation (certified results) required?</b> Y    N <b>List Accreditations required:</b> _____
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Field Data (temp, pH, dissolved oxygen, TRC, etc.) (optional – for client convenience only)

Relinquished by Sampler	Date/Time	Received by (signature)	Date/Time	Condition***
Relinquished by (signature)	Date/Time	Received by (signature)	Date/Time	Condition***
Relinquished by (signature)	Date/Time	Received in Laboratory by (sign)	Date/Time	Condition***

**Email Results?**    Y    N    **Turnaround Request:**    Standard    Priority\*    Due Date if Priority: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 \*Priority samples have cost multipliers

**GREENWAY ENGINEERING USE ONLY (indicated by GRAY areas)**

NOTE: pH, Temp and TRC presented below are LAB measurements, performed out of hold and cannot be reported.

Sample ID	Sample Time	Container Type		G/C	Preservation	pH	Temp.	TRC	Analysis Requested

Observations and Comments:

Samples Received in cooler on ice? Y N    Type of Ice (circle): Wet Blue None    All temps <6C?: Y N (If no, see below).  
 If not <6C, were samples *grab samples* & delivered immed. after collection and had the cooling process began? Y N n/a  
 Were samples collected in correct type of sampling container? Y N    Were the containers Greenway-provided? Y N  
 Short hold-time analysis? (<72 hour) Y N    Samples rec'd in hold? Y N    Properly preserved? Y N    Circle N here: Y N  
 Sufficient volume & intact? Y N    COC complete? Y N    Bottle times match COC times? Y N n/a    Labels match COC? Y N  
Final Review Initials: \_\_\_\_\_

**Disposal Information**

Disposition Site:	Disposition No.:	Method of Disposition/Date:
Performed by:		Date:

WT = Water    WW = Wastewater    SW = Surface Water    GW = Ground Water    PW = Public Water    S = Soil  
 \*\*\* Condition: please note conditions of sample when received (i.e. Good: on ice, Good: refrigerated, etc.)\*\*\*