

Analytical Services Tasmania  
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 Website: [www.analyticalservices.tas.gov.au](http://www.analyticalservices.tas.gov.au)

**AST Job No:**

(AST Office Use Only)

**1. Safety: Customer Duty of Care (must be filled in and signed)**

Staff at the laboratory must be informed of the hazardous nature of any samples submitted. The following information must be completed before samples will be received and processed.

Please advise of all known **HAZARDS**:

- No known hazard    
  Corrosive    
  Animal products    
  Sewage    
  Petroleum / Hydrocarbons  
 Toxic    
  Fish Products    
  PCB    
  Contaminated site: detail below    
 Other: detail below

Please detail the nature of the hazards present in sample(s): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**2. Customer Details**

Customer Name: \_\_\_\_\_

*NOTE: The customer is the person or company who will incur charges for samples submitted to the laboratory for analysis.*

Customer Address (New Customers Only): \_\_\_\_\_

Person to direct invoice to: \_\_\_\_\_ ABN: \_\_\_\_\_  
(New Business Customers Only)

Submitted by: \_\_\_\_\_ Phone (submitter): \_\_\_\_\_

Report to:

_____	Email: _____	Phone: _____
_____	Email: _____	Phone: _____
_____	Email: _____	Phone: _____

Other information: \_\_\_\_\_

**3. Job Details**

Project Name: \_\_\_\_\_

AST Quote No: \_\_\_\_\_ Customer Purchase Order No: \_\_\_\_\_

*Turnaround time is 10 working days unless otherwise negotiated*

**4. Chain of Custody: from sampler to laboratory**

Are these sample(s) subject to **LEGAL** proceedings?    No     Yes

Are these **QUARANTINE** sample(s)?    No     Yes  complete information below

Country of Origin: \_\_\_\_\_ Import Permit Number: \_\_\_\_\_

Quarantine Entry No: \_\_\_\_\_ Quarantine Movement\*: \_\_\_\_\_

(\*Only required if AST is not listed on Import Permit)

Relinquished by:	Date	Time (24h)	Received by:	Date	Time (24h)

**PLEASE ATTACH EXTRA SHEETS IF THERE IS INSUFFICIENT SPACE TO INDICATE THE ANALYSES REQUIRED**

