

SAMPLE ANALYSIS REQUEST FORM

Please note samples must be of an appropriate size and packaged appropriately (**double bagged**) to be accepted by the Laboratory. Samples **smaller than 25 x 25mm** may not be sufficient for our analysts to make a determination. Samples **larger than 40 x 80 mm** pose shipping, handling and storage problems and cost.

Section 1 - Client Details / Report Forwarding Details

Date Submitted:

Contact Name:	Business Name:		
Postal Address:	State:	Post Code:	
Contact No.	Job / Order No.		
Email Address:			

All results will be provided by email unless otherwise requested

Section 2 - Sample Analysis Details

Site Name / Address:	
Analysis Type:	<input type="checkbox"/> Asbestos ID <input type="checkbox"/> Asbestos fibre counting <input type="checkbox"/> Mould <input type="checkbox"/> Silica <input type="checkbox"/> Other: _____
Sample ID:	Sample taken from: (Building, Interior/ Exterior, Level, Room, Location, Feature, Material)

Please visit www.greencap.com.au/services/sampling-accredited-laboratory-services for Asbestos Sampling Procedures.
 (All samples are to be taken by a competent person as per Safe Work Australia, Code of Practice, How to Manage and Control Asbestos in the Workplace, Appendix B)

Section 3 - Agreement

Name _____	Signature _____
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All Services supplied in connection with this engagement will be carried out in accordance with Greencap Pty Ltd's Terms and Conditions as set out at <https://www.greencap.com.au/terms-conditions> to the exclusion of terms and conditions in any other transaction document (including a Purchase Order).

Section 4 - Turnaround (Laboratory will contact for Payment by Visa or MasterCard)

<input type="checkbox"/> Same Business Day (Please Check Lab Availability)	<input type="checkbox"/> Next Business Day
<input type="checkbox"/> 2 Business Days	<input type="checkbox"/> 5 Business Days

Contact Lab for pricing IF MAILING: Turnaround starts from date samples are received.

INTERNAL USE ONLY*** (to be completed by Greencap staff)

Received By:	Received Date:		
Client No.	Job No.		
Number of Samples:	Credit Card Payment: <input type="checkbox"/>	Account Payment: <input type="checkbox"/>	
TOTAL COST: (Inc. GST)	Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		
Invoice No.			

Results:	<input type="checkbox"/> In Person	<input type="checkbox"/> Phone	<input type="checkbox"/> Message	<input type="checkbox"/> Email	<input type="checkbox"/> Invoice/Receipt Sent
Initial:					
Date:					

Statements of Limitations

All and any Services proposed by Greencap to the Client are subject to the Terms and Conditions listed on the Greencap website at:

<https://www.greencap.com.au/terms-conditions>. Unless otherwise expressly agreed to in writing and signed by Greencap, Greencap does not agree to any alternative terms or variation of these terms if subsequently proposed by the Client. The Services are to be carried out in accordance with the current and relevant industry standards of testing, interpretation and analysis. The Services are to be carried out in accordance with Commonwealth, State or Territory legislation, regulations and/or guidelines. The Client will be deemed to have accepted these Terms when the Client signs the Proposal (where indicated) or when the Company commences the Services at the request (written or otherwise) of the Client.

The services are carried out for the Specific Purpose, outlined in this Request Form. To the fullest extent permitted by law, Greencap, its related bodies corporate, its officers, consultants, employees and agents assume no liability, and will not be liable to any person, or in relation to, any losses, damages, costs or expenses, and whether arising in contract, tort including negligence, under statute, in equity or otherwise, arising out of, or in connection with, any matter outside the Specific Purpose.

The Client acknowledges and agrees that proposed investigations rely on information provided to Greencap by the Client or other third parties. Greencap makes no representation or warranty regarding the completeness or accuracy of any descriptions or conclusions based on information supplied to it by the Client, its employees or other third parties during provision of the Services. The Client releases and indemnifies Greencap from and against all Claims arising from errors, omissions or inaccuracies in documents or other information provided to Greencap by the Client, its employees or other third parties. Under no circumstances shall Greencap have any liability for, or in relation to, any work, reports, information, plans, designs, or specifications supplied or prepared by any third party, including any third party recommended by Greencap.

Greencap, its related bodies corporate, its officers, employees and agents assume no liability and will not be liable for lost profit, revenue, production, contract, opportunity, loss arising from business interruption or delay, indirect or consequential loss or loss to the extent caused or contributed to by the Client or third parties, suffered or incurred arising out of or in connection with our Proposals, Reports, the Project or the Agreement. In the event Greencap is found by a Court or Tribunal to be liable to the Client for any loss or damage arising in connection with the Services, the Client's entitlement to recover damages from Greencap shall be reduced by such amount as reflects the extent to which any act, default, omission or negligence of the Client, or any third party, caused or contributed to such loss or damage. Unless otherwise agreed in writing and signed by both parties, Greencap's total aggregate liability will not exceed the total consulting fees paid by the client in relation to this Proposal. For further detail, see Greencap's Terms and Conditions available at <https://www.greencap.com.au/terms-conditions>

The Report is provided for the exclusive use of the Client for this Investigation only, in accordance with the Scope and Specific Purpose as outlined in the Request Form, and only those third parties who have been authorised in writing by Greencap. It should not be used for other purposes, other projects or by a third party unless otherwise agreed and authorised in writing by Greencap. Any person relying upon the Report beyond its exclusive use and Specific Purpose, and without the express written consent of Greencap, does so entirely at their own risk and without recourse to Greencap for any loss, liability or damage. To the extent permitted by law, Greencap assumes no responsibility for any loss, liability, damage, costs or expenses arising from interpretations or conclusions made by others, or use of the Report by a third party. Except as specifically agreed by Greencap in writing, it does not authorise the use of this Report by any third party. It is the responsibility of third parties to independently make inquiries or seek advice in relation to their particular requirements and proposed use of the report.

The conclusions, or data referred to in this Report, should not be used as part of a specification for a project without review and written agreement by Greencap. The Report has been written as advice and opinion, rather than with the purpose of specifying instructions for design or redevelopment. The Report should be read in whole and should not be copied in part or altered. The Report as a whole sets out the findings of the investigations. No responsibility is accepted by Greencap for use of parts of the Report in the absence (or out of context) of the balance of the Report.