



Te Papa Tipu Innovation Park
 49 Sala Street
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 Rotorua Mail Centre
 Rotorua 3046
 New Zealand
 Email: testing@veritec.co.nz

Work Request Form – Forest Nutrition Laboratory

Client Information:

Client: _____ **Phone:** _____ **Preference:**
Contact name: _____ **Fax:** _____ **Email results:**
Postal Address: _____ **Email address:** _____ **Post Results:**
 _____ **Fax results:**
 _____ **Order No/**
Charge Code: _____ **Priority:**
Notes: * Urgent results incur 25% urgency fee **Normal:**
 * Please notify us if billing address **Urgent:**
 different from above

Sample Information: Please summarize the number and types of samples requiring analysis and the type of analysis that is required by referring to the tests on the overleaf of this page:

#	Type of Sample:	Analysis Required:	Other Information:

Additional Information: Please inform us of any method specifications or sample treatment that you require, or any other additional information required for analysis, reporting or invoicing.

** Please note that Foliage and Soil sample details should be completed on Foliage/Soil input form, or send to us in the form of a spreadsheet.

Terms and Conditions:

Disclaimer: Veritec relies on the Client to provide the samples necessary to complete testing requested. These samples must be properly labelled and delivered in the appropriate manner together with all necessary documentation. As a result, Veritec will have no responsibility or liability for losses arising from any damage to, or mishandling, mislabelling or contamination of, samples prior to delivery at Veritec. Veritec makes every effort to ensure the requested tests are performed correctly, but will not be liable for any loss or damage arising from the use of the results of the tests by the Client or any other person.

Terms of Trade: • Veritec will treat as confidential all of the Client's non-public information. • If requested, Veritec will retain the samples provided by the Client for a period of three (3) months from receipt of those samples. Thereafter, the Client will incur a cost of storage. Veritec will arrange return of the samples on the Client's request, at the Client's cost. Ownership of the samples remains with the Client. • Veritec utilises pre-existing and licensed intellectual property to perform the requested tests. Veritec retains all of its rights in such intellectual property and any improvements to it. • Copyright in the results of the requested tests, as provided to the Client, will vest in the Client on payment of Veritec's invoices for those tests. • The Client agrees that Veritec may use the results of the requested services providing it maintains its confidentiality. • Veritec warrants that to the best of its knowledge it is not infringing any third party intellectual property rights in performing the requested tests. • Veritec's liability, whether in contract, or otherwise, in respect of all claims for loss, damage or injury arising from breach of any of Veritec's obligations in connection with the performance of the requested tests, is limited to the cost of the requested tests as detailed on the front page of this confirmation form. • Notwithstanding the foregoing Veritec will not be liable for any form of consequential, indirect or special loss or damage suffered by the Client in connection with the performance of the requested tests. • The Client will make payment for the requested tests, by the 20th of the month following receipt of invoice. Interest may be charged on overdue invoices at 1.5% per month. A 25% surcharge applies for urgent sample analysis. • The Client agrees that Veritec may sub-contract the testing services or any part thereof to other laboratories. • Veritec is an independent contractor. This Agreement is subject to laws of New Zealand. The parties may enter into this Agreement by sending an executed copy of this Agreement by facsimile to any other party, and all parties will be bound by their signatures on the facsimile copy. Veritec means New Zealand Forest Research Institute Limited.

Please complete the Details below to confirm your acceptance of the Terms and Conditions:

Signed: _____
For: _____
Date: _____

For office use only:

LMS Nr: _____ **Log Nr:** _____
Date Rec'd: _____ **Samples Logged:** _____
Date Req'd: _____ **Samples registered in Log book:** _____
Lab Job Nr: _____
Date Reported: _____ **Signed Off:** _____

Work Request Form – Forest Nutrition Laboratory

Analysis performed in FN Laboratory:			
Foliage Samples:		Soil Samples:	
Test:	Code:	Test:	Code:
Basic Plant Test: (N,P,K,Ca,Mg,B,Fe,Mn,Zn,Cu,K:Mg with recommendation)	BPT	Soil pH:	pH
Basic Plant Test > 100 samples	100BPT	Soil Conductivity:	Ec
BPT > 500 samples	500BPT	Particle Size:	PS
BPT + extra elements: (please specify extra elements required)	BPT+	Moisture Content:	MC
		Total Carbon:	TC
Total Carbon:	TC	Total Nitrogen:	TN
Total Nitrogen:	TN	Total Carbon and Nitrogen:	TN+TC
Total Carbon and Nitrogen:	TC+TN	Bray-Pseq (3 extractions):	BrayP
		Bray Cations (Ca,Mg,K):	BrayCat
		Standard Soil Test: (pH,TN,TC,Bray-Pseq, Bray-Cat)	SST
Water/ Wastewater Samples:			
pH:	pH	Soil Quick Test: (pH, QT-P, QT-cat(Mg, Ca, K, Na)) with interpretation	SQT
Conductivity:	Ec		
Suspended Solids:	SS	Mehlich 3 extractions: (K,Mg,Ca,Mn,Fe,Cu,Zn,B)	M3
Total Kjeldahl Nitrogen:	TKN	Organic Matter- Loss on Ignition:	LOI
Dissolved Kjeldahl Nitrogen:	DKN	Olsen – P:	OP
Ammonia - N	NH4-N	Hot water Soluble Boron:	HWB
Total Phosphorus:	TP	Exchangeable Cations:	XCat
Dissolved Reactive Phosphorus:	DRP	Cation Exchange Capacity:	CEC
Nitrate-Nitrite:	NOx-N	Miscellaneous Samples/Tests:	
Nitrate:	NO3	Moisture Content: (wood and soil)	MC
Nitrite:	NO2	Loss on Ignition: (wood and soil)	LOI
Nitrogen and Phosphorus Full Suite: (TKN,DKN,NH4-N,TP,DRP,NOx-N)	NPFS	Calorific value: (wood)	CV
Anions: (Cl, NO3, NO2, PO4, SO4)	An	Metals by ICP: (Al,As,Cd,Cr,Cu,Fe,Mn,Mo,Ni,Pb,Se,Zn)	ICPmet
Cations: (K, Na, Mg, Ca, NH4-N)	Cat	Cations by ICP: (Ca,K,Mg,Na)	ICPcat
Notes: <ul style="list-style-type: none"> Please refer to the sampling procedure guidelines on our website. Please contact us if you require variations to these tests as this is only meant as a guideline. Please contact us for pricing information. 		ICP Full Suite: (ICPmet + ICPcat + B +P +S)	ICPFSS
			ICP selection: (Please specify elements)