



DD SCIENCE cc ENVIRONMENTAL MONITORING

SAMPLE RECEPTION RECORD

TEL: (011) 692 2571
TEL: (082) 693 –9930 (Randfontein)
FAX: (086) 520 – 1390 (Randfontein)

CC CK97/47253/23
COOKE 1 RESIDENCE
OFF R559
RANDFONTEIN
1759

For office use only
File ref.:
Record No.:
Date:

Samples received from : _____

Samples taken by: _____

Date and Time Submitted: _____ Tel : _____

e-mail : _____

Samples delivered by : _____ Date : _____

Type of sample :

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Number of samples :

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Please complete details and indicate full compliance with “None” or a tick mark in the appropriate block:

	Samples affected
1. Physical condition of samples: (check for leaking or damaged samples, suitability for testing and adequate quantity)	
2. Sample labelling: (check for correctness and legibility of labelling and any unmarked samples)	
3. Sample IDs: (check that samples conform to description provided.)	
4. Analysis request:	

Response to customer to any negative findings above: _____

Document completed by: _____

Date: _____

Customer signature: _____

Date: _____