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LAB SERVICE REQUEST

Contact Information:

Date:	
Company:	
Customer Name:	
Phone #:	
E-mail Address:	
Requestor:	

Test Description & Instruction:

Test Summary: Briefly describe service requested	
Product Description: Major ingredients, expected viscosity, Specific Gravity, etc.	
Equipment Description: Mixer, rotor / stator, motor, tank, etc.	
Mixing Instructions: Ingredients, order of addition, recipe, time to mix, etc.	
Test Conditions: Temperature, volume, flow rate, etc.	
Test Goals / Desired Results: Particle size, product quality, viscosity, etc.	
Existing Process Description: Process, product, tank geometry, volume, equipment, etc.	
Potential Challenges: Product, process, or testing issues	
Special Instructions or Additional Information:	

Customer Expectations:

Will the customer witness?	
Complete test write-up?	
Viscosity, SG, Malvern data?	
Samples? (amount, how many, etc.)	
Video tape the test?	

Notes:

1. A complete MSDS (Material Safety Data Sheet) is needed for all material to be shipped to Admix that is not food grade or GRAS. Hazardous or flammable materials are not allowed.
2. Do not ship material without prior approval from Admix Lab personnel.
3. It is recommended that enough material be sent to Admix to complete 3 tests. In some cases, more material may be necessary. A control sample is also helpful.
4. The customer will pay all shipping costs for sending material to and from Admix. Any disposal costs will also be paid by the customer. If the shipment exceeds 100 pounds, the customer will fill out the "Customer Material" form.