



Certified Laboratories

A Certified Group Company

Formerly MICRO QUALITY LABS, INC.

Specializing in Cosmetics, OTC, Dietary Supplements, and Toys/Gadgets

Mailing address for submission:
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Phone: (818) 845-0070 • E-mail:
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ANALYTICAL TESTING – SUBMISSION FORM – Burbank

BUSINESS NAME:		<input type="checkbox"/> Initial Product Launch	Report No:	PO #:	Date:
Bill To:		Launch Date: _____	SAMPLE CATEGORY:		
BUSINESS ADDRESS:	Street	<input type="checkbox"/> Nutritional Sample			
	City State Zip	<input type="checkbox"/> Amazon Submission**			
BILLING ADDRESS: (if different)			<input type="checkbox"/> Cosmetic Sample		
			<input type="checkbox"/> Children's Toys		
		<input type="checkbox"/> OTC Sample			
		<input type="checkbox"/> Controlled Substance (DEA) (DEA License # _____)			
		<input type="checkbox"/> Chemical (SDS included: Yes <input type="checkbox"/> No/Requested <input type="checkbox"/>)			

Contact Name:	Phone:	E-Mail:	Salesperson:	<input type="checkbox"/> Send Results Via E-Mail	<input type="checkbox"/> Send Results Via MQL Portal
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No.	(For Lab Use Only) Accession #:	Sample Name	Product Code	Batch/Lot, Date & Size	Quantity Provided	Type of Sample: (FG, Bulk, Raw, R&D)	Quote#	Test Requested	Specification
1.									
2.									
3.									
4.									
5.									
6.									
7.									

Comments:

For lab use only:	Received Date:	Sample Condition Check:	By:
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Requested RUSH TAT: *Same Day Rush (In some cases may not be available) (200% of test price) *24 Hours (must be received before noon) (150% of test price)
 *2 Day Rush (100% of test price) 3 Day Rush (75% of test price) 4 Day Rush (50% of test price) 5 Day Rush (25% of test price)

All Rush requests must be confirmed prior to submission via customer service at smb-mql-customerservice@certifiedgroup.com. Not all requests can be accommodated.
Please note that turn-around time is based on the time of day (morning/afternoon) the sample is received by MQL in "business days" (Monday-Friday).
*Not all samples can be processed in 24 hours. For questions on estimated turn-around time for your sample, please contact MQL directly at 818-845-0070 or cos-sales@certifiedgroup.com.
** An additional charge will be applied for Amazon submissions (batch record review).

Approved by: Name: _____ Signature _____ Date: _____

Note: MQL requires that all analytical samples be validated for OTC products to meet FDA requirements. It is recommended a validation be performed for each matrix. Hemp/CBD test samples must be accompanied with completed "Statement of Exemption from DEA CSA" form for samples to be processed. Reference: 21 CFR 1308 Exemption from Control of Certain Industrial Products and Materials Derived from the Cannabis Plant.
If the acceptable percentage range is not provided for the sample, an "Out of Specification" report cannot be issued. Please provide CoFA's of raw materials.