



Certified Laboratories

A Certified Group Company

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

Mailing address for submission:

(XXXX N. Site Address, City, ST XXXXX

Phone: (XXX) XXX-XXXX)

Validation ☐ Verification ☐

SUBMISSION FORM

BUSINESS NAME:		☐ Initial Product Launch Launch Date: _____		Report No:		PO #:		Date:	
BUSINESS ADDRESS:		Street		SAMPLE CATEGORY: ☐ Nutritional Sample ☐ Cosmetic Sample ☐ OTC Sample ☐ Controlled Substance (DEA) (DEA License # _____) ☐ Chemical (SDS included: Yes ☐ No/Requested ☐ ☐ Amazon Submission** ☐ Children's Toy ☐ Other: _____					
		City State Zip							
BILLING ADDRESS: (if different)		Sample Required: ▪ 4oz placebo sample for product (without any actives) ▪ 10g sample of active (raw material) ▪ 4oz sample of product							
Contact Name:		Phone:							
No.	(For Lab Use Only) Accession #:	Sample Name	Product Code	Batch/Lot, Date & Size	Quantity Provided	Quote (Required)	Test Requested (Active Ingredient Name)	Specification	
1.									
2.									
3.									
4.									
5.									
Comments:									
For lab use only:									
Received Date:				Sample Condition Check:			By:		

Approved by: Name: _____ Signature _____ Date: _____

Note: Certified Lab recommends that all analytical samples be validated for OTC products to meet FDA requirements. Please note a validation will be performed with a customer request for a specific matrix. Hemp/CBD test samples must be accompanied with completed "Statement of Exemption from DEA CSA" form in order 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.

Form# HQF13-00007 Validation Verification Submission Form

DOCUMENT NO: 194968

REVISION: 1

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