

EMSL Sample Submission Form
Example Only – Requests must be submitted via the User Portal

If you are sending Mass Spec samples, *do not use this form.*
Instead, please contact Heather Brewer at 509-371-6566 or heather.brewer@pnnl.gov.

For all others, please complete the form below *after* receiving approval from your EMSL Host or Point of Contact.

User Information

Name	Email Address
EMSL Proposal Number	EMSL Point of Contact

Sample Information

Sample Type:	<input type="checkbox"/> Liquid	<input type="checkbox"/> Solid	<input type="checkbox"/> Powder
Number of Samples: _____			
<i>NOTE: If you're sending a large number of samples and have a unique labeling system, please provide an explanation or follow up by phone/email with the Point of Contact specified above.</i>			
Does the sample contain toxic, corrosive or highly reactive materials?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, explain:			
Does the sample contain radiological material?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, list radionuclide and activity:			
Is the sample biological?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, indicate contents and biosafety level of the sample: _____			
If yes, can the sample contain plant pathogens/pests:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, indicate if inactive or alive: _____			
Does the sample contain engineered nanomaterials?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<i>NOTE: There are strict guidelines for dealing with engineered nanoparticles that may become airborne. Most of our laboratories do not meet the newer HEPA requirements. The simplest and preferred method for dealing with safety requirements is to have the nanoparticles affixed or fully contained prior to arrival.</i>			
Is the sample regulated USDA APHIS (for example, certain soils containing biological material)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, attach a copy of your USDA APHIS permit			
<i>NOTE: Some soils may be regulated under USDA APHIS. Please contact your local USDA APHIS office for information about which samples are subject to their regulation.</i>			
Is the sample otherwise hazardous?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, explain:			
Is the sample time-sensitive?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, explain:			

Do we need to take other precautions?

Yes

No

EXAMPLES: during preparation (e.g., avoid exposure to air) or cleaning with solvents (acetone, alcohol) or UV-ozone.

If yes, explain:

Does the sample have any special procedures for storage?

Yes

No

If yes, explain:

Additional comments: