

Horizon Customer ID: SC \_\_\_\_\_

<b>Payment Information</b>		Total Amount: \$ _____	
<input type="checkbox"/> Cash	<input type="checkbox"/> Cheque	<input type="checkbox"/> Debit	<input type="checkbox"/> MC <input type="checkbox"/> VISA
Card #:		_____	
Exp date:		CVV Code: _____	

### Customer Information:

Name:	_____
Address:	_____
Tel:	_____
Fax:	_____
Email:	_____

### Dairy Producers Only

Producer #:	_____	Sample #:	_____ Ex. X123
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Lab Sample ID	Sample Description	Date Sampled	Time Sampled	Sample Temp (°C)
			<input type="checkbox"/> AM <input type="checkbox"/> PM	
			<input type="checkbox"/> AM <input type="checkbox"/> PM	
			<input type="checkbox"/> AM <input type="checkbox"/> PM	
			<input type="checkbox"/> AM <input type="checkbox"/> PM	

BACTERIA				CHEMISTRY										DAIRY (Indicate Quantity)						
Total Coliforms & E.coli**				BASIC Drinking Water Quality										Components (fat, protein, lactose, other solids)						
Total Coliforms, E.coli & HPC**				ADVANCED Drinking Water Quality										Somatic Cell Count (SCC)						
B1	B2			ADVANCED Drinking Water Quality + LEAD / COPPER										Individual Bacteria Count (IBC)						
				Trace Metals										Antibiotics: Charm Trio; Delvotest						
				Heavy Metals										Milk Bacteria SPC (Indicate Below)						
				Single Element										Iodine in Milk						
				Lead / Copper HOME (H) / SCHOOL (S)										Milk Pregnancy						
				Nitrates / Nitrites																

\*\* See statement below

### For Lab Use Only:

Received By:	_____
Date:	_____ Time: _____
Chemistry Batch ID:	_____
Bacteria Batch ID:	_____
Dairy Batch ID:	_____

### Lab Comments:

Sample Received in Good Condition:
<input type="checkbox"/> YES <input type="checkbox"/> NO (Sign F143)

✓	Milk Bacteria SPC Test	Sample QTY:
	Aerobic Bacteria	
	Coliforms Bacteria	
	Thermotolerant (LPC) Bacteria	
	Preliminary Incubation Bacteria	

### DISCLAIMER:

Horizon Lab does not provide advice or consultation with respect to the test results. For water, please contact the Manitoba Water Stewardship Office of Drinking Water at (204) 945-5762 if you need information. For Dairy, please contact Dairy Farmers of Manitoba at 204-488-6455.

### LIABILITY WAIVER:

Limitation of liability. In no event shall Horizon Lab Ltd. or its partners, employees, agents or affiliates be liable for damages of any kind including, without limitation, any direct, special, indirect, punitive, incidental or consequential damages including, without limitation, any loss or damages in the nature of or relating to lost business or lost profits arising from your use of or reliance upon any test performed by Horizon Lab Ltd. regardless of the cause and whether arising in contract (including fundamental breach), tort (including negligence), or otherwise.

By signing this form you acknowledge you have read and understand the conditions set out above.

Customer Signature: \_\_\_\_\_

**\*\*Note:** For B1 and B2 samples received between 30 and 45 hours from collection time, only a presence absence test will be performed for the Total Coliform and E.Coli. If this is not acceptable check here ☐ and your sample will be discarded if over 30 hours. \*\*\*see page 2 for details.

**WATER SAMPLES**

\*\*\*Samples for bacteria and chemical testing **MUST** be submitted in separate containers.

**BACTERIAL SAMPLE REQUIREMENTS**

- Samples must be submitted in bottles supplied by Horizon Lab.
- Samples must be kept cool, but not frozen.
- Samples must arrive to the lab within 24 hours of sampling.
- Samples must be packed in such a way to minimize potential for breakage. Horizon Lab is not responsible for any costs arising from damage caused to samples prior to receipt in the lab.

**BACTERIAL SAMPLING INSTRUCTIONS:**

1. If sample is collected from an indoor tap, remove the aerator screen from the end of the tap.
2. Sterilize the end of the tap as follows:
  - a) If the faucet is made of metal, flame it for 20 seconds with a lighter.
  - b) Use either 5.25% bleach or 60% isopropyl alcohol to clean the end of the tap.
3. Allow cold water tap to run for 2 to 3 minutes prior to sampling.
4. Remove the plastic seal from the sterile sample bottle and unscrew the cap (do not touch the inside of the cap or bottle).
5. **DO NOT** rinse the bottle.
6. Fill to the 100-ml line indicated on the bottle.
7. Cap the bottle being careful not to contaminate the cap.
8. Write the date and time of sampling on the bottle label. If submitting more than one sample, clearly identify each sample on the label and the form.
9. Keep the sample cool and submit to the lab.

\*\*\*Samples received up to 30 hours from collection time will have a quantitative result (Ex. 45 MPN). Samples received between 30 hours and 45 hours will have a qualitative result (Ex. Coliform Bacteria Present). If Not acceptable is checked off, testing will not be performed and customers will receive notification by phone or email.

**CHEMICAL SAMPLE REQUIREMENTS**

- Samples should be submitted in HDPE bottles supplied by Horizon Lab. Please contact the lab or look at Price list to see adequate sample volume size.
- Samples must arrive to the lab within 36 hours of sampling, with the exception of AG samples, which must be within 20 hours.
- Samples must be packed in such a way to minimize potential for breakage. Horizon Lab is not responsible for any costs arising from damage caused to samples prior to receipt in the lab.

**CHEMICAL SAMPLING INSTRUCTIONS:**

**LEAD and/or COPPER: Contact Lab or Consult Government website for special sampling instructions specific to Lead and Copper analysis.**

**For all other chemical tests:**

1. Allow cold water tap to run for 2 to 3 minutes prior to sampling.
2. Rinse the bottle thoroughly by filling it part way with water, capping it, and shaking it.
3. Repeat rinsing process.
4. Fill the container completely with the sample and tighten the cap.
5. Label the bottle with the date and time of sampling. If submitting more than one sample, clearly identify each sample on the label and form.
6. **500 ml** of sample is required for Chemical tests. An additional **1L** is required for Lead and/or Copper.

**Consult [Horizonlab.ca](http://Horizonlab.ca) for current explanation of test package codes as well as current pricing.**

**SAMPLE SUBMISSION**

- **BACTERIA** samples can be dropped off Monday to Friday 8:30-4:30 pm. Samples being sent should arrive in the lab no later than Friday 2:00pm.
- **CHEMISTRY** samples can be dropped off Monday to Thursday 8:30-4:30 pm.
- Payment must be made at the time of sample submission. Horizon Lab accepts many forms of payment including: cash, debit, MC, VISA, & cheque. Cheques should be made payable to Horizon Lab. Debit not available if samples sent by mail / courier.

**PROCESSING TIME:**

- **BACTERIA** sample certificates will be sent to the customer within 7 days.
- **CHEMISTRY** sample certificates will be sent to the customer within 14 days.
- For your convenience, as part of our Going Green initiative, we will provide you with an electronic version of your sample results in lieu of hard copies when an email address is provided.

**MILK SAMPLE REQUIREMENTS:**

- Samples must be properly identified with supplied barcode labels. These labels must be applied to the vial lids. The vials should be filled to the line indicated on the vial.
- For components, MUN, and SCC tests, samples should have preservative pills (D & F 800 Broad Spectrum Microtabs). If samples are fresh and without a preservative pill, they must be maintained cold, and arrive at the lab  $\leq 7^{\circ}\text{C}$ .
- For antibiotics and bacteria tests, samples must arrive without preservative pill and kept cold and arrive at the lab  $\leq 4^{\circ}\text{C}$ . Samples must have identification (ie barcode or producer number, or cow number), and date of sampling. High fat samples (greater than 6.0%) may cause invalid results for Antibiotic test.
- Samples must be clean and testable, with no visible debris, particles, or blood. Dirty samples cannot be tested.