



How to send your sample(s) from outside the EU to our laboratory



In order to get your sample(s) as fast as possible to the laboratory after arriving at our facility you need to do the following.

This is due to EU regulations

- ✓ Get a firm styrofoam or cardboard box
- ✓ Put your sample(s) each in a resealable bag with a closingstrip. Make sure you don't put staples through the bags.
- ✓ Put this bag(s) in another resealable bag with a closingstrip. Water samples go in their own double bag and so do the plant samples.
- ✓ Put the sample(s) in the box.
- ✓ You can use the paper order form on our website or use the Excel form attached and email this to us with the waybill number.
- ✓ <https://agrocontrol.nl/en/sending-samples/sample-forms/>
- ✓ Put the S-Loa, the packinglist and the order form outside of the styrofoam or cardboard box so customs can check what is in your package without opening it. Please fill in box 1 and box 10 of the S-Loa. Box 10 requires an unique code. Make sure you use the latest S-Loa version. You can download it here: Samples from outside the EU - Normec Groen Agro Control
- ✓ Place this warning on the outside of the box: Samples for destructive research (plant material), do not open.

To prevent samples leaking on the order forms we advice to also put the forms on the outside. Also mark on the outside that box is been packed in 3-layers.

Tip: *Instead of paper order forms you can also email us your waybill with an Excel order form. This works especially well if you send a multiple samples. You can change the language in the Instruction tab at the bottom.*

| | A | B |
|---|---------------|--|
| | Stap 1 | Selecteer de gewenste taal. Select the desired language. Seleccione el idioma deseado. |
| 1 | | |
| 2 | → | Nederlands |
| 3 | | Nederlands |
| 4 | | |
| | Stap 2 | English Español |

- ✓ For soil you need an R-Loa.box
- ✓ Please package it the same as the S-Loa sample(s) and put the R-Loa and packinglist on the outside of the box.

