Central Analytical Laboratory, Coconut Research Institute of Sri Lanka

Title: Service Requisition & Sample Acceptance Form			**Code:** CAL-FM-SR/SA	**File No:**
Issue No: 01	**Date of Issue:** 2022.04.04	**Rev. No:** 0	**Date of Revision:** -	**Page:** 1 of 2

Request of Service

Date:	
Type of sample:	
Lable:	
No. of samples:	
No. of Replicates per sample:	
Name of the client:	
Address:	
TP No.:	
Email:	
Parameters to be tested (& methods of analysis if specified):	
Type of report needed (Tick (✓) Suitable Option)	
Test analysis results only Test results and interpretation	☐ ☐
DFR Sample Testing Test results, interpretation, and recommendation **Type of recommendation needed** Fully Inorganic: Fully Organic:	☐ ☐ ☐
Coir Sample Testing Test results, with consignment details Consignment details submitted	☐ Date: ……
Language of report	Sinhala ☐ English ☐ Tamil ☐

Sample Acceptance

Office Use Only	
Date:	
Packaging Details	
Number of Packages:	
Type of Package:	Crate/ Cardboard Box/ Poly Bags/ Paper Bags/ Bottles/Other (Specify)
Condition of Package:	Undamaged/ Damaged
Sample Details	
Number of Samples:	
Condition of Samples	Moisture/ Dry/ Ground/ Unground
Sample List Enclosed	Yes/ No
Lab Numbers. & Lot Number Assigned with Reference to Sample Identification:	
Payment Details:	
Estimated Cost: Rs.	
Invoice No:	
Samples Reception By:	
Approval of the Laboratory Manager Note on commencement of work:	

Concluding Remarks

Payment Status:	
Report Submission:	Date of Submission: .....