

General Instructions for Hemp Product Sample Submission

1. Fees per sample:

<u>Required Tests from UDAF</u>		<u>Optional Tests</u>			
Cannabinoids*	\$70.00	Foreign Matter*	\$15.00	Residual Solvents*	\$110.00
		Heavy Metals*	\$110.00	Mycotoxins*	\$130.00
		Microbial Life*	\$120.00	Terpenes	\$110.00
		Pesticides*	\$160.00		

*Denotes tests included in a full panel for \$715, add optional Terpenes test for \$825 total

- Complete the Hemp Product Sample Submission Form. Ensure that all information is accurate and written legibly.
- Products sent for testing must be in their **final packaged form**. Ensure that the batch number and product description is on the sample packaging (handwritten is acceptable).
 - A minimum of 1 g per sample is required for cannabinoid testing. If additional testing is requested, submit a minimum of 10 g per sample.
- There are two options for sample delivery:
 - Ship via carrier (FedEx or UPS preferred)
 - Ensure that all products are packaged such that damage will not occur during shipping. Damaged products will be deemed unsuitable for testing and will be rejected.
 - Include a copy of the sample submission form in the package and ship to:
Department of Agriculture and Food
Unified Laboratory Services Module II
4451 South 2700 West, Third Floor
Salt Lake City, UT 84129
 - Notify the UDAF laboratory in advance with the package tracking number via email to udaflabs@utah.gov. Please include "Hemp product sample submission" in the subject line of the email.
 - Drop off at the UDAF Laboratory during drop-off hours
 - Notify the laboratory of your intent to drop off samples via email to udaflabs@utah.gov. Please include "Hemp product sample drop-off" in the subject line of the email.
 - The laboratory is located at:
[Department of Agriculture and Food, Third Floor](#)
[Unified Laboratory Services Module II](#)
4451 South 2700 West
Salt Lake City, UT 84129
Enter through the **East side** of the building (closest to the freeway).
 - Drop off hours are Monday - Friday, **8:00 AM - 3:30 PM**, excluding holidays. Samples must be received by laboratory staff and may not be left in the lobby.
- Turnaround time is approximately 7-10 business days after the sample is received, but can be variable based on the tests requested and the current laboratory sample load.
- Results will be sent via email to the listed reporting contact on the form.
- Please do not send payment with your sample submission. An invoice will be sent to the listed billing contact approximately 2 weeks after results are reported.
- Contact the laboratory at (801) 816-3840 with any questions regarding Hemp product sample submission.

HEMP PRODUCT SAMPLE SUBMISSION FORM

Unified State Lab - Utah Department of Agriculture and Food
 4451 South 2700 West Taylorsville, UT 84129-8600
 (801) 816-3840 | udaflabs@utah.gov

SUBMITTING AGENCY/CUSTOMER INFORMATION			BILLING INFORMATION								SHIPPING/DELIVERY INFORMATION		
Submitting Agency/Customer Name			Submitting Agency/Customer Name								<input type="checkbox"/> Hand Delivered <u>OR</u> <input type="checkbox"/> Shipped via Carrier: <input type="checkbox"/> FedEx Tracking #: _____ <input type="checkbox"/> UPS Tracking #: _____ <input type="checkbox"/> Other Tracking #: _____		
Reporting/Contact Information			Billing/Contact Information										
Attn: _____			Attn: _____										
Address: _____			Address: _____										
E-mail: _____			E-mail: _____								LAB USE ONLY		
Phone: _____			Phone: _____										
											Received By: _____		
SAMPLE INFORMATION				Tests Requested							LAB USE ONLY		
				*Denotes tests included in a full panel									
Batch #	Sample Description	Sample Quantity (g)	Cannabinoids*	Foreign Matter*	Microbial Life*	Heavy Metals*	Pesticides*	Residual Solvents*	Mycotoxins*	Terpenes	Gross Weight (g)	Lab Sample #	
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
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			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Submitted by:			Signature: _____								Date: _____		

LAB USE ONLY		
Received by:	Received Time/Date:	Signature:
Reviewed by:	Reviewed Time/Date:	Signature: