Q Laboratories, Inc.

Sample Submission Form for Regulated Products

[Pharmaceutical (New Drug/Generic/API), Finished Product OTC (Antimicrobial, Sunscreen, Actives), Raw materials/components (Drugs), Dietary Supplements, Water/environmental samples (Drug or OTC product components)]

1400 Harrison Ave. Cincinnati, OH 45214
• Phone: (513) 471-1300
• Fax: (513) 471-5600
• www.QLABORATORIES.com
• Email: office@qlaboratories.com

Customer Information	Date Submitted:
Company Name:	
Report Results To:	Billing Contact (if different):
Street Address:	Street Address:
City, State, Zip:	City, State, Zip:
Phone #:	Phone #:
Please check option(s) for receiving results (electronic documents will be in Adobe Acrobat (PDF) format).	Purchase Order # (if applicable):
Fax to:	
Email to:	* Conduct of regulated study? ☐ GLP ☐ GMP ☐ Other _____
Q Labs Proposal # (if applicable):	Is this product filed for NDA or ANDA (or IND)? ☐ Yes ☐ No
Turnaround time requested: ☐ Routine ☐ Rush	Is this a Research and Development project? ☐ Yes ☐ No

Sample #	Sample ID	Active	Test Name	Method (if client method, include version)	Has the method been validated? Yes or No	Specifications
1						
2						
3						
4						
5						
6						
7						
8						
9						

Special Instructions:	Authorizing Signature	

Completed and signed sample submission form indicates agreement with Q Laboratories terms and conditions and authorizes Q Laboratories to perform the requested tests. After testing is complete, samples will be placed into appropriate storage (e.g., refrigerator, freezer, dry storage) and held for a minimum of 30 days before discarded, unless otherwise dictated by the client.

Return sample(s) to client? ☐ Yes ☐ No	Q Labs Use only:	QL Reference # _____	Date Received _____

* A minimum charge of $250.00 may be assessed to conduct an Out of Specification/Microbiological Deviation investigation for each non-Research and Development product that does not meet specification.

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Sample #	Sample ID	Active	Test Name	Method (if client method, include version)	Has the method been validated? Yes or No	Specifications
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						

Q Labs Use only: **QL Reference #** _____ **Date Received** _____

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