

Sample Submission Terms and Conditions

Sample Submission Form

A Specification Sheet is required for each sample submitted. A Sample Submission Form is required for each sample. A completed Sample Submission Form is required with each sample to ensure prompt and correct handling of the samples. Incomplete sample submission form may result in turnaround time delays in processing samples. Canadian Analytical Laboratories is not responsible for any

Confidentiality

Strict confidentiality on all client work is inherent with our service as an independent laboratory. Confidentiality Agreements, which are part of standard business practice for many clients, will be signed upon request after review by counsel at the client's cost. Reports or copies of any laboratory document will only be sent to you, unless written authorization is provided.

Delivery of Data

Standard laboratory reports are sent by fax, email or courier. Telephone reporting is also available upon request. In addition to our standard report, CAL can accommodate requests for custom reporting and electronic delivery. **Certified raw data packages are available to you at No extra charge.** Additional copies can be obtained for a nominal fee of \$25/report in Canada.

Sample Return/Disposal

The original sample remains the client's property at all times. Unless specified otherwise, CAL disposes of the sample three (3) months after testing.

Sample Retention

CAL does not retain samples for regulatory purposes. Water, sludge, food, perishable, and air-sensitive samples are retained under original storage conditions for 7 days beyond reporting date.

Retention of Records

All data sheets, logs, and other project worksheets shall remain the property of CAL. CAL retains records for a period of five (5) years, unless alternate arrangements are made by the client.

Intellectual Property

Methods, discoveries, procedures, and equipment developed by CAL for any specific project shall remain the sole property of CAL unless otherwise agreed in a client contract.

Audits

Client audits must be scheduled by contacting our Quality Assurance Department. We will make every effort to accommodate your scheduling preferences. CAL has the right to limit inspection privileges if it is necessary or advisable for reasons of health, safety, protection of our competitive position or due to the preservation of confidential information.

Insurance

CAL carries worker's compensation, general liability, and property damage insurance. A certificate of insurance will be provided to the client upon written request. It is not feasible to include our clients as additional insured's on our insurance policies. We do carry sufficient liability insurance for the type of analytical services we provide.

Collection

In the event of default on payment for services rendered, the client is responsible for all reasonable collection and legal fees.

Payment

New customers are placed on COD. Current customers can convert to net 15 days after credit has been established.

Severability

If any of the provisions of these terms and conditions are found to be invalid or unenforceable in any respect, the remaining terms and conditions will be in full effect.