

PROJECT SUBMISSION AND CHAIN OF CUSTODY FORM										Page of		
ENVIRONMENTAL FORENSICS (CONTACT - 0401 714 440)												
Project Title:				Client Contact:				Branch/Region:			Client Unit:	
Project Location (if different from project title):						Sampled By:				**Urgent <input type="checkbox"/> Routine <input type="checkbox"/>		
Sample Storage Requirement* <input type="checkbox"/> Short Term <input type="checkbox"/> Long Term		Client Sample ID										
		Sample Location (GPS)										
Shaded Areas - Lab Use Only		Date Sampled										
		Time Sampled										
		Sample type										
		Lab ID										
Analytes/ exemption/ guideline		LIMS Test Code		Please tick below the required tests								
Project notes:												
Project Manager:			Project Number:				Samples transported by:			Sample labels checked by:		
*Short-term samples will be discarded 1 month from report date without notification. For long term samples, officers will be notified prior to disposal.												
**Urgent requests must be negotiated with the laboratory.												
Document No: DOC16/308216												

CHAIN OF CUSTODY RECORD

For one project, one completed COC form at the end is sufficient.

	Name	Signature	Date -Time	Seal Intact ?	Temperature	Contact No	Comment
Submitted by:							
Received by:							
Received by:							
Received by:							

Additional Project Notes:

Project Number: