



CALTEST SAMPLE STORAGE AND SHIPPING INSTRUCTIONS

Sample Storage

Samples must be placed on ice or refrigerated at 0–6°C/32–43°F immediately after collection and must be on ice upon receipt at the lab. The 0–6°C/32–43°F temperature criteria must be met if samples are received a day or more after collection.

Shipping instructions

1. Please ship samples **overnight** to arrive to the lab Monday- Friday, as soon as possible after sample collection.
2. Use garbage bag to contain all ice and samples within the cooler.
3. Place containers in plastic bags if they contain preservatives (secondary containment).
4. Fill cooler with ice and put sample upright in the middle of the ice.
5. Ensure that the cooler is completely full so that the sample won't move around during shipping.
6. Put completed Chain of Custody (COC) form in a Ziplock bag and place on top of ice, inside cooler.
7. Ship **overnight** to:

Caltest Analytical Laboratory
Sample Receiving
1885 North Kelly Road
Napa, CA 94558

Note on outside of cooler: "Sample Enclosed, Open Upon Receipt"

Please contact Caltest Client Services with any questions: 707/258-4000 or pmgr@caltestlabs.com

