

CARB ATCM Phase 2 & EPA TSCA Title VI - Sample Preparation & Shipping Guide



Step 1

Cut 4 pieces 16-in (40-cm) long. Stack pieces back to back. Wrap stack in two layers aluminum foil.



Step 2

Label sample package – product name & number, date manufactured, lot/batch number, date & time collected



Step 3

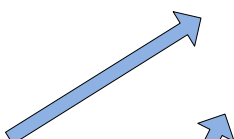
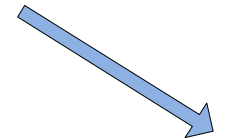
Place sample package in large FedEx box 18-in x12-in x3-in (45-cm x 30-cm x 7.5-cm) or your own box



Step 4 

Ship FedEx International Economy or by other air freight carrier. Ship to:

Berkeley Analytical
 Attn: Sample Custodian
 815 Harbour Way South, Unit 6
 Richmond, CA 94804 USA



COMMERCIAL INVOICE	
Invoice Number	Invoice Date
Buyer Name	Buyer Address
Seller Name	Seller Address
Product Description	HS Code
Quantity	Unit
Value	Weight
Origin	Destination
Incoterms	Payment Terms
Signature	Signature

Document check: 1 copy of chain-of-custody form, 2 copies of shipping label, and 4 copies of commercial invoice for international shipping.