

**Sample Analysis Request Form**  
**--- SOIL ANALYSES ONLY ---**

**IFAS Analytical Services Laboratories**

**Analytical Research Laboratory**

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**RESEARCHER/CLIENT INFORMATION**

Department/Center \_\_\_\_\_

Investigator/Graduate Student \_\_\_\_\_

Telephone \_\_\_\_\_

E-Mail (required) \_\_\_\_\_

Mailing Address \_\_\_\_\_

Dept. ID (required) \_\_\_\_\_ Fund Code \_\_\_\_\_

Program \_\_\_\_\_ Source \_\_\_\_\_

Project Number \_\_\_\_\_ CRIS \_\_\_\_\_

Signature (required) \_\_\_\_\_

(Signature required for approval of chartfield charges.)

**RESEARCHER'S SAMPLE IDENTIFICATION**

Consecutive Number \_\_\_\_\_ to \_\_\_\_\_

Total Number of Samples \_\_\_\_\_

Requested Processing Date \_\_\_\_\_

Maximum # of Samples Per Request = 160 samples

**ARL USE ONLY**

Appointment Date

Set Number \_\_\_\_\_

Lab Numbers \_\_\_\_\_ to \_\_\_\_\_

Date Request Received \_\_\_\_\_

Sample Receipt Date \_\_\_\_\_

**CHECKLIST- Read carefully before submitting samples to the ARL.**

1. Samples can be scheduled with the ARL prior to delivery. An email will be sent to you with your set number and assigned appointment date listed. Bring a copy of this email with your samples. Unscheduled samples will be assigned set numbers after arrival. You will be notified of the set number within one business day after sample submission.
2. Please provide the ARL with your best estimate of the number of samples you would like to submit. It is best to over-estimate rather than under-estimate on this number. If you have more samples than are indicated on your Sample Analysis Request Form, a new set will have to be generated for the extra samples.
3. The same parameters must be requested for all samples within a set.
4. The ARL is using direct invoicing of UF/IFAS research account numbers for payment of services. Please expect to budget \$2.00 per requested analyte/element, \$1.00/extraction/sample and \$2.00/digestion/sample. Organic matter analysis is \$10/sample. Combustion Analyses (TN, TC) are \$10/parameter. Please contact the ARL with any questions concerning unusual matrices or special analyses.
5. Soil samples should be air-dried and screened to pass through a 2 mm mesh sieve. **Please note that 100g of soil is sufficient to do all analyses listed below.** Samples can be submitted in vials, coin envelopes, ziplock or paper bags with the sample identification printed clearly on the SIDE of each bag or vial. Samples must be **numbered** sequentially (No letters or symbols). If samples have not been dried and screened, there will be an extra sample preparation charge added to the invoice.
6. If possible, please estimate the concentration range you expect your samples to contain and note that range to the side of the analyses you select. The ARL website lists the linear working ranges for the various methods used by the ARL. There is a fee of \$1 per dilution per sample.
7. Please critically evaluate your report as soon as possible after receipt. The ARL holds analyzed samples for at least 4 weeks after the final report is mailed to the researcher. Samples will be discarded after that date unless otherwise instructed. The completed hard-copy data package will be maintained on file for three (3) years.

**REQUESTED TESTS:** If all analyses in a test package are desired, circle the appropriate test number. Otherwise, circle only those analytes desired. Indicate approximate concentration range on the line next to each element.

**Test Analyses**

1. P \_\_\_\_\_, K \_\_\_\_\_, Ca \_\_\_\_\_, Mg \_\_\_\_\_.
2. Zn \_\_\_\_\_, Mn \_\_\_\_\_, Cu \_\_\_\_\_.
3. Al \_\_\_\_\_, Na \_\_\_\_\_, Fe \_\_\_\_\_. Additional elements: B \_\_\_\_\_, Cd \_\_\_\_\_, Mo \_\_\_\_\_, Ni \_\_\_\_\_, Pb \_\_\_\_\_, Si \_\_\_\_\_, S \_\_\_\_\_
4. Total Kjeldahl Nitrogen (TKN) \_\_\_\_\_ Total Phosphorus \_\_\_\_\_
5. NH<sub>4</sub>-N \_\_\_\_\_, NO<sub>3</sub>-N + NO<sub>2</sub>-N \_\_\_\_\_.
6. Organic Matter (choose one): Walkley-Black (<6% OM) \_\_\_\_\_, Loss-On-Ignition \_\_\_\_\_
7. pH \_\_\_\_\_ Lime Requirement (pH and Buffer pH) \_\_\_\_\_ Spec. Cond. \_\_\_\_\_ Cl \_\_\_\_\_.
8. TN \_\_\_\_\_ TC \_\_\_\_\_

- **Extraction Technique for Metals – Choose one**  
 \_\_\_ Mehlich 1 \_\_\_ Mehlich 3 \_\_\_ Water \_\_\_ Other (Please specify, additional charges may apply) \_\_\_\_\_
- **Extraction Technique for ammonia/nitrate – Choose one**  
 \_\_\_ Water \_\_\_ KCl \_\_\_ Other (Please specify, additional charges may apply) \_\_\_\_\_
- **Discard sample after completion? Yes / No\*** Researchers should collect samples within 4 weeks of the final report being sent.

**Project Name / Date** \_\_\_\_\_

For additional information or questions concerning available services or for special request services, please contact the Laboratory Director or Coordinator.