



Sample Receipt Checklist

STEWART ENVIRONMENTAL CONSULTANTS, LLC.
3801 Automation Way, Suite 200, Fort Collins, CO 80525

Client: Meadow Mtn Initials: gm Date: 8/13/12 Time: 10:25 MST/MDT

	Yes	No	NA
1 Were samples collected by a laboratory field technician?		<input checked="" type="checkbox"/>	
Initials of technician: _____ Date: _____ Time: _____			
2 Samples on ice or in a refrigerated state upon collection?	<input checked="" type="checkbox"/>		
3 Shipping container/cooler and seals intact?	<input checked="" type="checkbox"/>		
4 Chain of Custody (COC) present?	<input checked="" type="checkbox"/>		
5 Sample bottles intact? *	<input checked="" type="checkbox"/>		
6 Samples on blue-ice?		<input checked="" type="checkbox"/>	
7 Samples on wet ice?	<input checked="" type="checkbox"/>		
8 Samples received within 4 hours of sampling?	<input checked="" type="checkbox"/>		

9 Record temperature of sample containers with infra-red thermometer.

Container #	1			
Temp °C	8.6			

	Yes	No	NA
10 Sample thawed and free of any ice? *	<input checked="" type="checkbox"/>		
11 Sample bottle seals intact? *	<input checked="" type="checkbox"/>		
12 COC complete, legible, signed and dated?	<input checked="" type="checkbox"/>		
13 Labels on bottles complete and legible? *	<input checked="" type="checkbox"/>		
14 COC in agreement with sample bottle labels? *	<input checked="" type="checkbox"/>		
15 Proper container used for analyses requested? *	<input checked="" type="checkbox"/>		
16 Samples requiring preservation preserved correctly? *	<input checked="" type="checkbox"/>		
17 Sufficient sample volume for analyses requested? *	<input checked="" type="checkbox"/>		
18 Samples within holding times for analyses requested? *	<input checked="" type="checkbox"/>		
19 Samples requiring no headspace free of headspace? *			<input checked="" type="checkbox"/>

(VOC, TVPH, BTEX, Ethanol, Radon) If no, size of bubble: _____ < green pea, _____ > green pea

* If no, document on Chain of Custody.

Notes: _____

