

Please read all the instructions before you begin.

Timing

AgPath cannot guarantee timely analysis for samples arriving just prior to weekends or public holidays.

- Samples should be collected and sent by Express Post or overnight courier between Monday and Wednesday.
- Do not send on a Thursday, Friday.
- Allow at least two days prior to a Victorian public holiday. This allows for samples to be processed as soon as they are received. We must receive samples within 3 days to do Active Bacteria and Active Fungi assays.
- Report will be issued within 10 business days from receipt of sample. Payment must be received before report will be released.

Important

- If water moulds are suspected eg *Phytophthora* or *Pythium* or *Phytophthium*, then **DO NOT** refrigerate.
- If taking water from a tap, allow the tap to run for 10-15 seconds before collecting the water.
- Rinse the bottle with the water to be tested before taking sample.

Instructions

1. Download **Sample Submission Form Chain of Custody** from agpath.com.au/submission-forms. The form can be completed electronically or printed and handwritten.
2. Mark a clean 600mL plastic bottle (a water bottle is recommended) with your Sample ID and record it on the submission form.
3. Fill the bottle to approximately 200mL ($\frac{1}{3}$ water and $\frac{2}{3}$ air). This allows oxygen for microbes during transportation.
4. Complete the sample information on the Submission Form.
5. Pack your samples for transport. Ensure you include a completed Client Details form along with your Sample Submission Form.