



# How to submit samples to Botanacor Laboratories

*Botanacor Laboratories is an Industrial Hemp testing facility. Only agricultural samples derived from Cannabis sativa L. that qualify as Industrial Hemp shall be sent for testing purposes.*

## 1. Sample Sizes

First, it is necessary that your sample size meets our minimum sample size requirements, which varies based on the type of test requested and the sample matrix being submitted.

Note: Sample sizes are per test type. For example, if your sample requires multiple tests. e.g. potency and residual solvent analysis, you will provide 1 gram.

TEST TYPE	MATRIX	WEIGHT
Cannabinoid Potency	Solids / Liquids	1 g / 1 mL
Terpene Profile Analysis	Solids / Liquids	1 g / 1 mL
Residual Solvent Analysis	Solids / Liquids	1 g / 1 mL
Microbial Contamination	Solids	3 grams
pH	Liquids	20 mL
Water Activity	Solids	1 gram
Density	Liquids	20 mL

## 2. Sample Preparation

Due to the high volume of samples that we test on a daily basis, Botanacor does not make any additional preparations to a received sample. We test your sample in the state we receive it.

Raw hemp should be properly cured and milled to ensure a homogenous representation of your sample.

## 3. Chain of Custody Form

The Botanacor Chain of Custody form will help keep your samples organized and ensure that everything is processed in the most accurate manner possible. Please complete this form and include in your shipment.

## 4. Supporting Documentation

It is best to send any supporting documentation that you may have with your samples. In the event that your package is selected for inspection, having any state or international cultivation/manufacturing licenses, or certificates of analysis, will expedite the release of your package. If registration is required under the hemp's origin state, Botanacor may request evidence of any registration or certification.

## 5. Packaging

Ensuring sample integrity while in transit will be important to avoid any shipping or testing delays. We recommend packaging your samples in a dual container system.

### Primary Container

- Place you sample in a suitable container based on your product matrix.
- For glass containers, reinforce screw caps with adhesive tape.
- Affix a proper label to clearly identify the contents.

### Secondary Container

- Use a watertight/leak-proof container or sealable mylar envelope. Reinforce the container using adhesive tape or heat seal.

NOTE: In the event that the integrity of your sample is compromised while in transit, we will request a replacement sample.

## 6. Shipping

When your samples are prepped and ready for submission, be sure to package everything in a sturdy shipping box, as opposed to an envelope.

Please send samples to:

### BOTANACOR LABORATORIES

Attn: Sample Receiving  
1001 S. Galapago St.  
Denver, CO, 80223  
USA