

## How to submit samples to Botanacor

- 1 Prepare your samples**

Review our sample size requirements for each test and proper sample preparation steps at: [www.botanacor.com/sample-submission/](http://www.botanacor.com/sample-submission/)
- 2 Label your samples**

Samples should be clearly labeled with: company name, sample name, batch ID (optional), test type, and requested turn around time.
- 3 Complete our chain of custody form**

The chain of custody form is used to establish new accounts. Complete this form and include with your samples.
- 4 Package your samples carefully**

Place your samples in leak-proof containers in a sturdy box or padded envelope.
- 5 Ship via USPS, UPS, or FedEx**

## How to complete the chain of custody form

- 1 Provide your account information**
- 2 Enter the sample name and batch ID**
- 3 Select the required testing services and turn times**

Choose the product profile or contaminant test(s) that your sample requires.

**Sample info for cannabinoid potency testing**  
Additional information is required to accurately test your products.

**Report format options**  
We can report cannabinoid potency in three different formats. Select one from the drop-down menu.

  - %** Percentage is the default format for plant material or concentrates.
  - mg/unit** Used to report the total cannabinoids in the product. Provide the fill weight in grams in the additional info field.
  - mg/mL** Common for products where milliliter dosage is used. Density of the carrier oil is required for this format.

**What is the concentration of your sample?**  
Select the approximate range of the total cannabinoids concentration from the drop-down menu.
- 4 Sign the chain of custody form**

