

Sample Mailing Procedures

for samples originating from foreign countries

Now that you have received your official paperwork from Earthfort, proceed to take samples of your soil, compost or liquid amendment.

IT IS IMPORTANT TO FOLLOW THESE INSTRUCTIONS CLOSELY TO PREVENT ANY DELAYS DURING SHIPPING



1. Please include 1.5 cups of material to sample. Place your sample in a plastic zipper bag, or plastic bottle. for liquids. Leave some air space in the bag or bottle upon sealing.

2. Place several paper towels or other absorbent material into the containment bag to absorb any material that may leak out during shipping. (See photo 2.)



3. Place samples into large secondary seal-able bag marked "Containment Bag." Multiple samples may be placed in the containment bag. Do NOT over-fill containment bag. Seal containment bag completely. (See photo 3.)

4. Place sealed containment bag(s) into a sturdy shipping box or container. Multiple

containment bags may be placed into one shipping container. (See photo 4.)

5. Fill any additional space in shipping container with light weight packing material to prevent samples from shifting and potentially bursting open during shipping. (See photo 5.)



6. Print and fill out Earthfort's [Foreign Testing Form](#) with your information. **Please write clearly and carefully.** You can list eight samples per sheet; use as many sheets as you need for the number of samples you want to send. (See photo 6.)

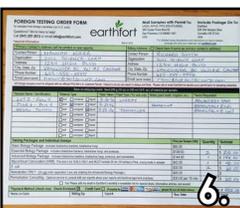
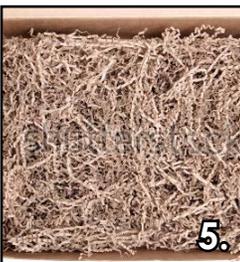
7. Enclose testing form in shipping box. (See photo 7.)



8. Seal box. **Affix only one red and white U.S. government PPQ Form 599 to the outside of the box.** (See photo 8.) The San Francisco USDA shipping address is located on the red and white permit you received from Earthfort.

9. Take package to your preferred shipper. You must purchase **TWO** weigh bills, one (international postage) from your location to San Francisco, California, USA and the second (US domestic postage) from San Francisco, California to Corvallis, Oregon. Place BOTH weigh bills into a plastic sleeve (San Francisco address in front) and secure to the outside of the container. (See photo 8.) Select the fastest and most cost effective shipping option for you; it is ideal to get your samples to us within 3-5 days.

10. You will receive a confirmation email the day we receive your sample at our office.




earthfort®

Questions? Call our office
541-257-2612 or
email - info@earthfort.com

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