



## Standard Terms and Conditions

The following ASI Terms and Conditions will apply to this project:

- Sample kits with pre-labeled and pre-preserved bottles will be provided and shipped to a Client-specified location via UPS or FedEx Ground at no additional charge. Expedited delivery of sample containers is available. The fees associated with the expedited deliveries will be charged to the Client. With the exception of expedited deliveries, five (5) days advance notice is required for the sample delivery schedule or changes in the schedule.
- A Level II, Definitive Data Deliverable (Sample Results and Quality Control Summary) will be provided. An electronic data deliverable (email and/or CD-ROM) in a tab delimited or MS Excel spreadsheet will be provided upon request.
- Standard turnaround time is 10-business days from sample receipt and acceptance in the laboratory. In the event the samples are received after 1:00 p.m. EST, the turnaround time will begin on the following business day unless stated otherwise in the specifics of the project. Weekends and nationally recognized holidays are considered non-business days.
- Upon receipt of samples, ASI will advise the Client of samples that are missing, damaged, contaminated, or improperly preserved. Samples are not deemed "accepted" by ASI until all receipt issues are resolved by the Client. ASI will accept sample delivery on non-holiday Saturdays from 9:00 a.m. to 12:00 p.m. Samples received on Saturdays that require preparation, extraction, or digestion may incur a surcharge.
- If Sample Delivery Acceptance occurs within 48 hours of sampling or ½ of the holding time for the analysis, whichever is less; ASI will initiate preparation and/or analysis within the holding time. If Sample Delivery Acceptance does not occur within this period, ASI will use its best efforts to meet the holding times. Unless ASI negligently misses a holding time, the holding time commitment will be satisfied if ASI does an initial analysis within the holding time, even if reanalysis occurs outside the holding time.
- Sample dilutions and re-extractions due to high analyte/compound concentrations or sample matrix issues can significantly impact the analytical process, and may increase the final billed amount. Additional analysis of a sample in excess of three (3) times for an indicated parameter will be billed at the applicable unit rate for each subsequent analysis. Work of this nature will not be initiated without the Client's prior approval. Reporting limits cited do not take into account sample dilution, matrix issues, or percent moisture.
- The Client may be held responsible for damage to instrumentation and/or equipment due to high analyte/compound concentrations or sample matrix issues.
- The Client agrees to inform ASI of any hazardous characteristics known. Client represents and warrants that any sample containing hazardous substance which is to be delivered to ASI is labeled, packaged, manifested, transported, and delivered to ASI in accordance with the most current state and federal regulations of OSHA, EPA, TSCA, RCRA, DOT, and any federal, state, and local agencies. If the Client sends ASI highly contaminated samples without the required disclosure and said samples cause interruptions in the lab's ability to process work due to contamination of instrumentation or work areas, at ASI's option the client may be held responsible for the costs of clean up and recovery.
- Unused portions of samples found or suspected to be hazardous according to state and federal guidelines may be returned to the Client upon completion of the analysis. These include samples known or suspected to contain hazardous materials as defined by state and federal regulatory agencies. The cost of returning or disposal of these samples will be invoiced to the Client.
- An energy surcharge of \$8.00 and a disposal surcharge of \$1.00 will be added to all invoices.