HOW TO SUBMIT PRODUCTS FOR PHYSICAL AND SENSORY ANALYSIS
(Deliveries may only be scheduled Monday-Friday, 8 AM to 5 PM, excluding US holidays)

Products are defined as items for analysis that are representative of a single manufacturing batch, production day, SKU, or from a specific production time, for example; beginning, middle, or end within the production day. Chain of Custody requires that each product submitted for analysis be listed on the Sample Submission Form exactly how you wish it to be presented on our reports. Unbiased testing prohibits communication of quality issues or concerns on the product identifications. Please include the preparation or dilution recipe for sensory evaluations.

All products must be securely sealed and packaged to prevent damage during transit. Finished or consumer products should be sealed and ready for distribution or sale. Please provide MSDS Documents if applicable.

Sample Submission Form: Sample Submission Form is required: Download Form Here or from our website.
Product Label: Products submitted must correspond to items listed on the Sample Submission Form.

Green Coffee Product Samples:
Quantity: 550 grams of green coffee per product.
Sampling: Representative composite samples should be drawn from at least 10% of the bags in the lot, drawn from various locations; front, middle, and back.
Optional Information: Certification, grade details, harvest year, cooperative, or exporter name.

Roasted Coffee, Tea, & Soluble Product Samples:
Coffee Quantity: 5 packages per product (minimum: 8 ounces (227 grams) total net weight).
Tea Quantity: 20 individual-cup bags, 5 full-pot bags, or 5.25 ounces (150 grams) of loose tea.
Soluble Quantity: 6 ounces (170 grams) net weight.
Optional Information: Product specifications, roaster/supplier name.

Single-cup (filtered and unfiltered products) & Ready-To-Drink Product Samples:
Single Cup Quantity: Minimum: 6 ounces (170 grams) total net weight.
Ready-To-Drink Quantity 4 bottles per product.
Optional Information: Product specifications, roaster/supplier name.

Concentrate, Extract, Flavor Ingredient Product Samples:
Extracts and Concentrate: 6 fluid ounces, separated into 2 sealed containers.
Flavor Ingredients: 6 fluid ounces, separated into 2 sealed containers.
Optional Information: Product specification, supplier name.

For details on submitting products for food safety and chemical analysis please see the Food Safety and Chemical Analysis services document. Separate products shall be submitted when food safety and chemical analysis is requested in addition to the physical and sensory evaluations.

For International shipping please be sure to accurately complete commodity codes for FDA documents, and declaration forms. The client is responsible for all shipping and logistics costs for sending and receiving products, including customs fees, entry fees, duties, and taxes.
HOW TO SUBMIT PRODUCTS FOR FOOD SAFETY & CHEMICAL ANALYSIS
(Deliveries may only be scheduled Monday-Friday, 8 AM to 5 PM, excluding US holidays)

Products are defined as items for analysis that are representative of a single manufacturing batch, production day, SKU, or from a specific production time, for example; beginning, middle, or end within the production day. Chain of Custody requires that each product submitted for analysis be listed on the Sample Submission Form exactly how you wish it to be presented on our reports. Unbiased testing prohibits communication of quality issues or concerns on the product identifications.

Food Safety & Chemical Analysis Product Samples:
Product Quantity: The quantity listed in the Food Safety and Chemical Analysis Services document is the minimum amount required to complete the analysis. We suggest sending two identical (homogenized) products for analysis. The second product will be held as a retained sample and used only if there is an issue with processing, shipping damage, or contamination with the first product sample.

Package: All products must be securely sealed and packed to prevent damage during transit. Finished or consumer product should be sealed and ready for distribution or sale.

Sample Submission Form: Sample Submission Form is required: Download Form Here or from our website.

Product Label: Products submitted for analysis must correspond to items listed on the Sample Submission Form.

Other: Dilution formula for sensory analysis, MSDS forms (if applicable).

Optional Information: Product specification, supplier name.

For details on submitting products for physical and sensory analysis please see the Technical Services Document. Separate products shall be submitted when food safety and chemical analysis is requested in addition to the physical and sensory evaluations.

For International shipping please be sure to accurately complete commodity codes for FDA documents, and declaration forms. The client is responsible for all shipping and logistics costs for sending and receiving products, including customs fees, entry fees, duties, and taxes.