

Sample Analysis Form for External Users

Date: _____

USER DETAILS	
Name of the User:	
Category (Academic Institute / R&D Organization / Industry)	
Name of the Institute / Organization / Industry :	
Mobile No. of the User:	
E-mail of the User:	
Complete Postal Address of the User:	
SAMPLE DETAILS	
Name of the Instrument and Type of Analysis:	
Details of Samples (Status/Preparation/Solubility)*:	
Number of Samples:	
Special Notes / Remarks (if any):	
*Note: It is requested to provide all information (solubility, nature of samples, quality, etc.) related to the samples on separate sheet. If the samples are containing any toxic/inflammable/hazardous component than it is requested to provide material safety data sheet and other details (if any) along with the samples.	
PAYMENT DETAILS	
Total Amount:	
Demand Draft No. & Date:	
Name of Bank & Branch:	
GST No. (only if required to mention on bill)	

I/We agree to deposit measurement charges for our requested work. Please send us a receipt for the same on the name of: _____.

Signature of the User

Signature of Head of Organization

FOR Office Use Only	
Request/Requisition No.:	NU/CAI/Ext/
Date of Receipt of Sample	
Signature of Recipient	