



Northern BC's
Environment and
Climate Solutions
Innovation Hub

Analysis Request Form

3333 University Way, PG, BC, V2N 4Z9, Canada
Phone: 250-960-5713
Email: nals@unbc.ca; Website: nals.unbc.ca

NALS_AnalysisRequest_FRM_20250527_Rev7

Project Completed ☐
Paid ☐ Need to Invoice ☐

Client Information:		Report to:		Invoice to:	
Name:		Same as client <input type="checkbox"/>	Drinking Water Protection Act. <input type="checkbox"/>	Same as client <input type="checkbox"/>	
Address:		Environmental Health Officer:	Name:		Name:
City:			Contact:		Contact:
Phone:		Water Officer:	Name:		Address:
Email:			Contact:		PO #:

Correspondence: Email ☐ Phone ☐ Will Pick Up ☐

Sample received by: (Initials) _____

Sample Submission Information

Client provided incomplete information with submission ☐
Submitted test item(s) do not conform to the description provided ☐

Date:	Time:	No. of Samples:				NALS Bottle(s) <input type="checkbox"/> Client's Bottle(s) <input type="checkbox"/> Certified Sterile Bottle(s) <input type="checkbox"/>	
No.	Sample ID	Potable Water	Liquid	Solid	Gas/Air Filters	Requested Analyses	Sample Comments/Instructions: (i.e., Temperature, Date & Time of Sampling, Chlorine, Turbidity, etc.) (Any specified storing conditions according to the BC ENV SAMPLE PRESERVATION & HOLDING TIME REQUIREMENTS?)
1							
2							
3							
4							
5							
6							
7							
8							

Client Acknowledgment

Confirmed by phone ☐
or e-mail:

Confirmed rush: ☐

Copy provided: ☐

Hold for Pickup: ☐

- ☐ By payment and/or signing this acknowledgement, the client agrees to the NALS service disclaimer (on the back of this page); gives consent for the NALS to conduct the above analyses; release results as indicated; and understands that their private data will be kept confidential except when required by law (the customer will be informed in advance). No private data shall be released to the public domain unless the client consents.
- ☐ Client acknowledges that suspected or known hazards to the health and/or environment associated with the submitted samples have been adequately described (by the client) in the Sample Comments/Instructions section above.
- ☐ Client understands their sample(s) will be discarded two weeks (10 business days) after they receive their final Analysis Report. If otherwise requested, client is responsible for making arrangement with the NALS beforehand, and accepts the costs associated with long-term storage of their sample(s).
- ☐ Client understands that water samples not submitted in certified sterile containers cannot be used to satisfy EWQA's requirements.
- ☐ Client understands that it is their responsibility to confirm whether testing procedures requested are adequate for their intended purpose(s).

Name:

Date:

Signature:



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ANALYSIS

NALS WATER PACKAGES

- ☐ **NALS Drinking Water Routine:** Elemental (25 elements); Coliforms & *E-coli*; Dissolved Anions (7 Anions); pH, Electrical Conductivity; Turbidity; Hardness.
- ☐ **NALS Drinking Water Comprehensive:** NALS Drinking Water Routine Package + HPC; Ammonium; Organic-N; TOC; TSS; Color; Odor; Alkalinity; Langelier Saturation Index (LSI).
- ☐ **Nitrogen Species Package:** Total-N, Ammonium, sTKN, Org-N, and Oxi-N.

NALS SOIL PACKAGES

- ☐ **NALS Soils Routine:** Total Metals (25 elements); Anions (7 Anions); pH; Electrical Conductivity; Moisture; Organic Matter; Effective CEC and Percent Base Saturation; Total Carbon and Nitrogen; Particle Size Distribution.
- ☐ **NALS Salinity Package:** Soluble EC, pH, Na, Ca, Mg, K, S, Chloride, Sulfate, Sodium Adsorption Ratio (SAR), Saturation %.

INDIVIDUAL ANALYSES

- ☐ See our Services Catalogue for the list of individual tests for waters/liquids, soils/solids, industrial hygiene, and gas testing.

INTERNAL USE ONLY

- | | |
|--|---|
| Analysis Time <input type="checkbox"/> | Internal Pricing <input type="checkbox"/> |
| Temperature <input type="checkbox"/> | External Pricing <input type="checkbox"/> |
| Packaging <input type="checkbox"/> | Chain of Custody <input type="checkbox"/> |
| Matrix <input type="checkbox"/> | Other <input type="checkbox"/> |
| Storing Condition <input type="checkbox"/> | |

(<https://www2.gov.bc.ca/assets/gov/environment/research-monitoring-and-reporting/monitoring/emre/manuals/environmental-lab-manual>)

NALS SERVICE DISCLAIMER:

Please be informed that the Northern Analytical Lab Services (NALS) is a lab certified by an external body. The NALS is certified for water microbiology testing with the BC Provincial Health Officer and is accredited to ISO 17025:2017 with the Standards Council of Canada. To view a complete list of testing under our Scope of Accreditation, please visit: nals.unbc.ca/links.

NALS testing packages and any associated analyses are not offered as commercial services. NALS at UNBC is a community resource and has developed its services to help local communities not having access to other testing facilities in their region. Acceptance of samples for analysis does not guarantee service. At any time, NALS may request further sample(s) to be resubmitted on an as-needed basis for completion of any requested services. Any such costs associated with re-sampling are not the responsibility of NALS and are assumed by the client. Data in any report prepared by NALS refers strictly to the supplied sample(s) at the time and place of testing without reference to any other matter. All such data will be regarded as confidential but specific data security requirements are the responsibility of the client. Clients retain responsibility for all oversight of sampling procedures not performed by NALS. NALS is not responsible for losses or damage incurred by use of its services, including but not limited to loss or damage of supplied sample(s). Any cancellation made after samples have been processed will result in a cancellation fee as well as fees for any services already rendered. Any data generated and/or acquired by the NALS will be discarded after a specified retention period, in compliance with regulatory and organizational standards.

Date:

Time:

Call Record

Analyst initials:

Comments: