



# *General Laboratory Services*

## Specimen Submittal Protocol

MLF Biotech recognizes that our clients have a wide range of needs. Each specimen has its own urgency. This protocol details how specimens must be shipped to and received by MLF Biotech.

- All swabs, sponges and environmental specimens need to be placed in sterile, sealed zip lock or resealable bags. Specimens need to be clearly identified and labeled with a product ID code that matches the submission form that **MUST** accompany all samples.
- For perishable specimens, we need a minimum of 100 grams of product. The sample needs to be double-bagged in sterile, zip lock or resealable bags and identified with a product ID and code that matches the submission form that **MUST** accompany all samples.
- Mold and Melamine samples only require 10 grams of product sent in sterile, sealed zip lock or resealable bags and identified with a code that matches the submission form.
- Mycotoxin testing requires a 50 gram of sample submitted. It also needs to be in zip lock bags and identified with code that matches the submission form.

All deliveries and shipments should be sent via Federal Express or UPS. These delivery services deliver Monday – Friday at our lab address listed below. Results will be e-mailed to designated contact upon completion.

**Shipping Address: MLF Biotech, 9489 N. 200 E., Milford, IN 46542**

**Contact: Fritz Thomas**

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