



For questions, contact:
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Documentation of Sample Selection, Shipping, and Disposal by Manufacturer/Vendor Form

The manufacturer/vendor shall provide the laboratory with a representative sample of the product or packaging to be tested in accordance with the Operations Manual for Biobased Product Certification Program.

This form must be completed and submitted to the laboratory with the sample to be tested with a copy to ASTM International.

1. Information on Manufacturer/Vendor

Name: _____ Date (dd/mm/yyyy): _____
Title: _____
Company: _____
Address: _____
Address: _____
City: _____ State/Province: _____
Country: _____ Postal code: _____
Phone: _____ E-mail: _____
USDA Application #: _____
Product Name: _____
Brand Name: _____

2. Retail Products

A retail product is defined as a finished article of commerce which is not for resale but for use and consumption by the consumer.

- 2.1 I am submitting a retail container of the product which is labeled, sealed, and secured for retail purchase. I have provided the smallest retail size.
- 2.2 Provide information on the selected retail container including the date selected, lot number, and name and location of the manufacturing facility:

3. Non-Retail Products

- 3.1 The product is not available in a retail container and I am providing a representative sample of the product.

3.2 Provide information on the sample selected including the date selected, lot number, and name and location of the manufacturing facility:

3.3 Provide detailed description of the method of sample selection

4. Number of Tests to be Conducted (Select one)

Option 1—I authorize a single test be performed to determine the biobased content. If the biobased content does not meet the USDA biobased requirement the product fails.

Option 2—I authorize a single test be performed to determine the biobased content. If the biobased content does not meet the USDA biobased requirement, I agree, at my expense, to have a second test be performed. If the second test passes, a third test will be performed. If the third test passes, the average of the second and third tests will be recorded as the biobased content.

The manufacturer/vendor shall be responsible for paying all laboratory fees.

5. Inorganic Carbonate

5.1 **Yes No** – Does the sample contain inorganic carbonate, **if yes**, the participant shall discuss the analysis with the laboratory prior to shipping the sample. **Provide summary of discussion:**

6. Hazardous or Unsafe Sample

6.1 **Yes No** – Does the sample contain hazardous or unsafe material which needs to be shipped per federal and state regulations. If yes, the participant shall discuss with the laboratory prior to shipment. **Provide summary of discussion:**

7. Disposal of Sample

- 7.1 The sample shall be easily disposable in standard trash collection (be able to be thrown in the trash or taken to the dump). If the sample requires any special care for disposal, the participant shall contact the laboratory prior to shipment of the sample. **Provide details of special care:**

By indicating acceptance below, manufacturer/vendor represents and warrants that the sample provided is representative of the product submitted for USDA Biobased approval and that the information provided above is true and correct.

Name:

Position:

Signature:

Note: The USDA Voluntary Labeling Program for Biobased Products Final Rule states that an applicant who knowingly provides false or misleading information in any application for certification of a biobased product constitutes a violation which can result in suspension or revocation of the certification to use the label. Depending on the nature of the violation, the USDA further reserves the right to pursue any other remedies available by law, including any civil or criminal remedies, against any entity that violates the provisions of the rule.

Date (dd/mm/yyyy):

Complete and submit form to laboratory with sample.
Send copy to ASTM Certification Department (cert@astm.org)

