

ANALYSIS REQUEST

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Client

Name _____

Address _____

Postcode _____

Email _____

Phone _____ Fax _____

Client Reference _____

Additional Client Ref _____

Quote No _____ Order No _____

Date Sampled _____

Charge To Client Submitter (Company)
 Other

Primary Contact

Submitter (if different) _____

Company _____

Address _____

Results To Results can be emailed only, if preferred. Please provide email address for this option.
 Email Client Email Submitter

Mail Client Mail Submitter Other _____
 Fax Client Fax Submitter Other _____

PASTURE, HAY OR FORAGE CROPS (Includes Chopped Maize)

Profiles are outlined below, and on the reverse of this sheet.

Please indicate your requested tests with a ✓

Sample Identification	Crop Grown / Variety	Feed Profile	Feed + Majors Profile	Extended Pasture Feed Profile	Dry Matter, CP + ME	Dry Matter Only	Mixed Pasture Profile	Complete Pasture Profile	Chloride	Nitrate-N	Iodine	Other	Lab#
		Feed	FeedMaj	ExtFed	DMME	DM	MPast	CPP	Cl	NO3	I		

Animal Dietary Mineral Balance Details (ADMB)	Animal Species	Liveweight	Calving Date	Daily Intake

Forage Profiles: **Feed** (Dry Matter, Crude Protein, Crude Fat, Ash, Soluble Sugars, Starch, ADF, NDF, Metabolisable Energy, Digestibility), **FeedMaj** (Feed profile plus Phosphorus, Sulphur, Calcium, Magnesium, Potassium, Sodium), **ExtFed** (Feed profile plus major & trace elements incl Cl), **DMME** (Dry Matter, Crude Protein, Digestibility, Metabolisable Energy), **DM** (Dry matter only), **Mixed Pasture** (Basic Plant, Molybdenum, Cobalt, Selenium + Chloride + CP + ME), **Complete Pasture** (Mixed Pasture + Clover Only Profiles)

FEEDSTUFFS (Silage, Baleage, Meals)

Profiles are outlined below, and on the reverse of this sheet.

Please indicate your requested tests with a ✓

Sample Identification	Description	Sample Source e.g. paddock, trucks, stack, bales	Weeks in stack/bales (silage/baleage only)	Silage Profile (Fermented)	Extended Silage Profile (fermented)	Silage + Volatile Fatty Acid Profile (Fermented)	Dry Matter, CP + ME	Dry Matter Only	Compound Feed	Other e.g. Crude Fat, Starch, Cl	Lab#	
				Silage	ExtSil	SilageVFA	DMME	DM	NIR	Wet Chem		

Feedstuff Profiles: **Silage/Baleage** **Silage** (pH, Dry Matter, Crude Protein, Crude Fat, Ash, Soluble Sugars, Starch, ADF, NDF, Metabolisable Energy, Digestibility, Lactic Acid, Ammonium N/Total N), **ExtSil** (Silage profile plus major & trace elements excl Cl), **SilageVFA** (Silage profile plus Acetic, Butyric, Propionic and Formic Acids), **DMME** (Dry Matter, Crude Protein, Digestibility, Metabolisable Energy), **DM** (Dry matter only)
Meals **DMME** (Dry Matter, Crude Protein, Digestibility, Metabolisable Energy), **DM** (Dry matter only), **CpdFeed** (Dry Matter, Crude Protein, Crude Fat, Ash, Soluble Sugars, Starch, ADF, NDF, Metabolisable Energy, Digestibility) - select between NIR analysis (with outlier codeswap) OR Wet Chemistry only (Price Impact).

ADDITIONAL INSTRUCTIONS

NB. Please advise laboratory if hazardous substances possibly present in samples.

Total Number of Samples Sent **NOTE:** If more than one courier bag being sent for one farm, please indicate eg. 1 of 2, 2 of 2 etc on outside of courier bag so that all samples are reported in one job.

Please supply more of: (specify quantities required)

Qty: Request Forms KB 6364 Plant/Feed Bags (indiv)
 Qty: Feed DIY sampling kits Soil Bags (indiv)
 Qty: Courier Bags:
 NZ Courier Courier Post
 Qty: Other _____

PLEASE SIGN (refer to terms of trade overleaf)

Signature _____ Date _____

SAMPLING INSTRUCTIONS

Interpretation of test data depends on the sample being taken (sampled) in the recommended manner. These notes will help to ensure that this is done. More detailed guides for specific crops are available on our website under Crop Guides. Please advise laboratory if hazardous substances possibly present in/on samples

Feed:

1. Collect forage or silage sample representative of the feed source.
2. Take approximately **500g-1kg** and place in Feed sample bag, seal and identify clearly with permanent marker pen.
3. Carefully check that you have filled in the request form, then promptly despatch to the laboratory. Send samples to laboratory as soon as possible after collection, or keep chilled overnight if necessary.

Feed tests will be analysed using NIRS technology with automatic codeswap to wet chemistry methods if statistical prediction outliers exist.

TEST SELECTIONS

See Crop Guides on website
www.hill-laboratories.com

Note: Soil and Plant testing will incur a sample preparation fee if the basic test is not requested.

Pasture (500g minimum required)

Profile Name [Profile Code]	Tests Reported
Feed Profile [Feed]	Dry Matter, Crude Protein, Acid Detergent Fibre (ADF), Neutral Detergent Fibre (NDF), Soluble Sugars, Starch, Ash, Crude Fat, Digestibility (DOMD) and Metabolisable Energy (ME)
Feed + Majors Profile [FeedMaj]	Feed + Phosphorus, Sulphur, Calcium, Magnesium, Potassium, Sodium
Extended Feed Profile [ExtFed]	Feed + Mixed Pasture Profile
Dry Matter, CP + ME [DMME]	Dry Matter, Crude Protein and Metabolisable Energy (ME)
Mixed Pasture Profile [MPast]	Nitrogen, Phosphorus, Sulphur, Potassium, Calcium, Magnesium, Sodium, Iron, Manganese, Copper, Zinc, Boron, Molybdenum, Cobalt, Selenium, Chloride, Crude Protein and Metabolisable Energy (ME)
Complete Pasture Profile (herbage plus clover only) [CPP]	Pasture = Mixed Pasture Profile PLUS Clover = Nitrogen, Phosphorus, Sulphur, Potassium, Calcium, Magnesium, Sodium, Iron, Manganese, Copper, Zinc, Boron, Molybdenum
Additional tests	e.g. Nitrate-N, Iodine, DCAD, Soluble Sugars, Starch, Crude Protein

Silages (1kg minimum required)

Profile Name [Profile Code]	Tests Reported
Silage Profile (fermented forage only) [Silage]	Dry Matter, Crude Protein, Soluble Sugars, Starch, Ash, Acid Detergent Fibre (ADF), Neutral Detergent Fibre (NDF), Crude Fat, Digestibility (DOMD), Metabolisable Energy (ME), pH and Ammonium N (as % Total N) and Lactic Acid
Extended Silage Profile (fermented forage only) [ExtSil]	Silage Profile + Nitrogen, Phosphorus, Sulphur, Potassium, Calcium, Magnesium, Sodium, Iron, Manganese, Copper, Zinc, Boron, Molybdenum, Cobalt, Selenium
Silage + Volatile Fatty Acid Profile [SilageVFA]	Silage Profile + Acetic, Butyric, Propionic and Formic Acids
Dry Matter, CP + ME [DMME]	Dry Matter, Crude Protein and Metabolisable Energy (ME)

Other Tests (500g minimum required)

Profile Name [Profile Code]	Tests Reported
Dry Matter only [DM]	All Feeds
Compound Feed Profile – Grains & Concentrates e.g pellets, meals, grain, some food wastes. May not be available on all feedstuffs. Specifically excludes PKE, Copra and liquid samples. [CpdFeed]	Dry Matter, Crude Protein, Ash, ADF, NDF, Soluble Sugars, Starch, Crude Fat, DOMD, ME. Wet Chemistry testing for Compound Feeds can be requested instead of NIR, at an additional cost. Please contact the laboratory to confirm suitability of tests for sample type.
Additional tests	Starch, Crude Fat, Chloride

TERMS OF TRADE

The following terms and conditions apply for work done by R J Hill Laboratories Limited (henceforth referred to as "Hills"), unless otherwise arranged by the management.

Invoices

- An invoice detailing the charges for work undertaken will be forwarded by Hills with the results
- A monthly statement issued detailing all transactions up to month end, showing any amount due for payment
- Hills reserve the right to charge the customer for any bank charges associated with processing their payment (e.g. foreign exchange charges, dishonoured cheques, etc)

Payments

- Payment to be made in NZ \$ for the amount invoiced
- Payment to Hills is due within 7 days of date of invoice for casual customers
- Full payment to Hills is due by the 20th of the month following date of invoice for customers with approved credit
- Hills may take immediate action to recover overdue debt in the event of the following occurring:
 - (a) The customer is in default under any agreement with Hills
 - (b) The customer commits an act of insolvency or bankruptcy

New Customers

- Hills reserves the right to require payment in advance for any work to be done and/or require the customer to fill in a credit application form prior to information being released

Requests to invoice another customer/entity

- Hills will:
- Not release results until both customer and third party have signed an approval form for re-invoicing to occur
 - Charge a \$25 plus GST re-invoicing fee to the customer

Overdue Accounts

- If an account is overdue, Hills reserves the right to:
- Withhold results until payment is received
 - Charge interest on overdue accounts at the rate of 1.5% per month from the due date until payment
 - Recover from the customer any debt collection charges including commission from Debt Collection Agencies

Poor Account History

- Hills reserves the right to:
- Require payment prior to release of results
 - Refuse to undertake any further work without pre-payment
 - Withdraw any special discounts or arrangements

Data Release Policy

- The party who has paid Hills for the analysis has the primary right to a copy of the results of that analysis. Hills will retain a copy of all analytical results on its database and reserves the right to use those results for the development and continuous improvement of its own business. For further detail on Hills policy on the release of data, refer to our Data Release Policy document KB 28309.

Delivery

- If Hills is unable to deliver the results or perform a service because of any cause beyond its control (including any force majeure event), it may suspend delivery or cancel the customer's order without incurring any liability for loss or damage suffered by the customer
- Delivery of results shall be deemed to be made to the customer when the results are first dispatched from Hills in Hamilton, or collected by the customer or the customer's agent. All carriers, including couriers, are deemed to be agents of the customer

Warranties and Conditions

- If Hills shall be under any liability whatsoever to the customer then, whether such liability be in contract, tort (including negligence and personal injury), or otherwise and notwithstanding any relief or remedy to which the customer may be entitled to under the Contractual Remedies Act 1979 or at law or in equity, such liability shall be limited to the price at which the goods or services are supplied to the customer
- Under no circumstances will Hills be liable for any financial or economic loss or consequential loss of any kind whatsoever

Privacy

- The customer agrees that Hills may obtain information about the customer from any person (including any Collection Agency), for any purpose being in the course of Hills business, including credit assessment and debt collecting and the customer consents to any person providing Hills with such information
- The customer agrees that Hills may use for lawful purposes any information it has about the customer relating to the customer's creditworthiness for lawful purposes

Jurisdiction

- In the event of a dispute arising between Hills and the customer, such dispute shall be governed by New Zealand Law and the place of any hearing shall be Hamilton, New Zealand