

MetropoliLab ORDER FORM: Surface hygiene samples

* = Required information, incomplete information may cause a delay in processing the order

BASIC ORDER INFORMATION

CLIENT DETAILS	Company name*			
	Business ID*			
	Address*			
BILLING DETAILS	Company name*			
	VAT ID*		Offer no.	
	Billing address*		☐ E-invoice ☐ Invoice by email	
	☐ Same as client details Include the operator number if E-invoice requested			
Invoice reference*				
Contact person*			Tel*	
Email addresses to receive results*				

SAMPLING INFORMATION

Sampling location				
Reason for study*	☐ Self-monitoring ☐ Order by customer			
Sampler		Sampling date*		Time*

SAMPLE INFORMATION

(samples on one order form are reported on the same report)

- Follow sampling instructions carefully. Sampling has a major impact on the reliability of the results.
- Results reported as cfu/cm² or cfu/sample are dependent on sampling area and should preferably be taken using a 10x10 cm template. Mark sampling area on order form.
- Qualitative tests (marked with # on test list) should be taken according to sampling instructions, do not mark area on order form.

Tests to perform*

Sample	Sample name/identification*	Sampling area cm x cm	Aerobic microbes	Enterobacteriaceae	Escherichia coli	Yeasts	Moulds	Pseudomonas aeruginosa	Salmonella #	Listeria monocytogenes #	Listeria spp. #				
1			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
2			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
3			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
4			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
5			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
6			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
7			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
8			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
9			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
10			☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

Additional information
(e.g. irregularities during sampling or transportation)

Date* Order confirmation: Signature and name clarification*

MetropoliLab Oy
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The information is recorded in the company's customer register. Laboratory work is carried out according to Finnish General Terms and Conditions in Consulting (KSE 2013) and Finnish General Terms and Conditions in Public Procurement (JYSE 2014). MetropoliLab Oy reserves the right to use subcontracting services if necessary. L63-1.0