



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 USDA BioPreferred ® Program.

This form must be completed and submitted to the laboratory with the sample to be tested with a copy to The Safety Equipment Institute (SEI).

1. Information on Manufacturer/Vendor

| | | |
|---------|------------|-------------|
| Name | | Date |
| Title | | |
| Email | | |
| Company | | Telephone |
| Address | | |
| City | State/Prov | Postal Code |
| Country | | |

Product Name
USDA Application Number

Name of Accepted SEI Laboratory selected to provide testing:

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:



2.3 Which raw materials are used to make this product? Please check all that apply.

- | | |
|---|---|
| <input type="checkbox"/> Algae | <input type="checkbox"/> Olive Oil |
| <input type="checkbox"/> Aloe | <input type="checkbox"/> Other Plant-Derived Oils |
| <input type="checkbox"/> Bamboo | <input type="checkbox"/> Palm, including Coconut |
| <input type="checkbox"/> Castor | <input type="checkbox"/> Rapeseed, including Canola Oil |
| <input type="checkbox"/> Citrus | <input type="checkbox"/> Seaweed/Kelp |
| <input type="checkbox"/> Corn | <input type="checkbox"/> Silk |
| <input type="checkbox"/> Cotton | <input type="checkbox"/> Soy |
| <input type="checkbox"/> Flax | <input type="checkbox"/> Sugarcane |
| <input type="checkbox"/> Forestry/Wood | <input type="checkbox"/> Tallow |
| <input type="checkbox"/> Leather | <input type="checkbox"/> Wheat |
| <input type="checkbox"/> Microbes | <input type="checkbox"/> Wool |
| <input type="checkbox"/> Municipal Solid Waste | <input type="checkbox"/> Other |
| <input type="checkbox"/> Natural Rubber (traditional) | |

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:



3.4 Which raw materials are used to make this product? Please check all that apply.

- | | |
|---|---|
| <input type="checkbox"/> Algae | <input type="checkbox"/> Olive Oil |
| <input type="checkbox"/> Aloe | <input type="checkbox"/> Other Plant-Derived Oils |
| <input type="checkbox"/> Bamboo | <input type="checkbox"/> Palm, including Coconut |
| <input type="checkbox"/> Castor | <input type="checkbox"/> Rapeseed, including Canola Oil |
| <input type="checkbox"/> Citrus | <input type="checkbox"/> Seaweed/Kelp |
| <input type="checkbox"/> Corn | <input type="checkbox"/> Silk |
| <input type="checkbox"/> Cotton | <input type="checkbox"/> Soy |
| <input type="checkbox"/> Flax | <input type="checkbox"/> Sugarcane |
| <input type="checkbox"/> Forestry/Wood | <input type="checkbox"/> Tallow |
| <input type="checkbox"/> Leather | <input type="checkbox"/> Wheat |
| <input type="checkbox"/> Microbes | <input type="checkbox"/> Wool |
| <input type="checkbox"/> Municipal Solid Waste | <input type="checkbox"/> Other |
| <input type="checkbox"/> Natural Rubber (traditional) | |

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 approval and that the information provided above is true and correct.

Name

Position

Signature

Note

The Voluntary Labeling Program for Biobased Products 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 (mm/dd/yyyy)

Complete and submit form to laboratory with sample. Send copy to The Safety Equipment Institute (cert@astm.org)