

VGL Forensics

Forensic Sample Submission Form

Client Information

Send Report To: _____ Phone: _____

Agency: _____ Cell: _____

Address: _____ Fax: _____

Email: _____

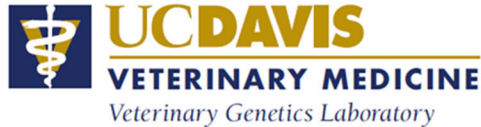
For VGL-Forensics
 Use Only

Before you submit your case, please contact VGL-Forensics by calling (530) 752-2211 and requesting to speak with Forensics personnel. If you have not spoken with VGL-Forensics personnel, your case will not be accepted. Before VGL-Forensics can start working on your case, we must have a completed copy of this form. Please send this form, as well as a W-9 form (if applicable) or other payment, with the evidence or directly to VGL-Forensics.

Sample Information (Use additional sheets if necessary and list agency case numbers if applicable)

Sample ID	Sample type	Species	Breed	YoB	Sex	VGL Case #

Testing Requested:



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Sample Disposition

Destroy samples upon completion of testing

Destruction Authorized by Signature: _____

Return samples upon completion of testing

FedEx account to billed (FedEx ONLY): _____

If FedEx account is not provided, you will incur return shipping charges at cost.

Return address, if different from Client address:

Email: _____

Phone Number: _____

We cannot request delivery to a PO Box.

Retained items become the property of VGL-Forensics and may be used for research and training.

Agreement for Testing

The client understands and accepts to the following:

- The purpose and limitations of the tests requested.
- Minor deviations from test methods may occur when determined by VGL-Forensics to be technically justified, however if it is determined that additional testing or a significant change to the proposed testing (and therefore cost) is warranted, the client will be notified and testing will not proceed without consent.
- If the sample submitted is of poor quality, the DNA may be degraded and not sufficient for many testing purposes. In these instances a result of "insufficient DNA quality" may be reported.
- DNA testing is by its nature destructive. Testing procedures may result in damage to submitted items.
- Any extracts from the samples submitted by the client will not be consumed without prior consent. All extracts created during testing are retained at the laboratory to allow future testing to be completed.
- Preliminary reports, priority testing, return shipping, and testimony services will incur additional fees.
- The client will only be billed for services rendered. A fee schedule is available upon request.
- Additional terms and conditions for testing at the VGL, available at www.vgl.ucdavis.edu.

I hereby certify that the information provided on this Forensic Sample Submission Form (a total of three pages) is accurate to the best of my knowledge. I understand that I will be charged for services not to exceed the amount stated on page three of this form and I certify that I have the authority to commit to payment for services.

Print Name: _____

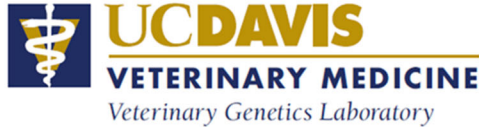
Signature: _____

Date: _____

www.vgl.ucdavis.edu/forensics

Phone: (530) 752-2211

Fax: (530) 309-4309



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Billing

Name: _____ Phone: _____
Agency: _____ Cell: _____
Address: _____ Fax: _____

Email: _____
Total amount not to exceed: _____ Credit Card (complete below)
Invoice (include a W-9 form)

For credit card payment:

VISA MasterCard Discover American Express
Print Customer name as it appears on card: _____
Account Number: _____ Expiration Date: _____
Daytime Phone Number: _____
Signature of Cardholder: _____

Before you submit your case, please contact VGL-Forensics to obtain an estimate of the cost of your case. It is required that the "Total amount not to exceed" be clearly stated above based on your communication with laboratory staff. Additional return shipping charges may be assessed as they are not included in cost estimates.

Sample Submission Checklist

- Speak to VGL-Forensics personnel about the details of your case and to obtain a cost estimate
- Complete this three-page Forensic Sample Submission Form and W-9 form (if applicable)
- Sign and date the seals of your evidence packaging.
- Package your evidence for safe shipping via FedEx or UPS (not US postal service). Send to:

Veterinary Genetics Laboratory, Forensic DNA Testing
University of California, Davis
980 Old Davis Road
Davis, CA 95616

www.vgl.ucdavis.edu/forensics

Phone: (530) 752-2211

Fax: (530) 309-4309