…………..………….., ……….……

*place date*

**ORDER No. Z/L/……/……**

*(to be filled in by an employee of the Laboratory)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Principal** *(data appearing on the Certificate of Analysis)* | | (Customer) Name: |  | | |
| Street address: |
| City, Postal code: |
| Taxpayer identification number: |
| E-mail address: |
| Name and surname of the contact person: |
| Phone number: |
| **Billing data**  *(invoice details)*  ***if different from the Principal’s data*** | | (Customer) Name: |  | | |
| Street address: |
| City, Postal code, Taxpayer identification number: |
| Taxpayer identification number: |
| E-mail address: |
| Name and surname of the contact person: |
| Phone number: |
| **e-mail address to which the Certificate of Analysis should be send**  *(if other than billing data)* | | E-mail address: |  | | |
| **DELIVER SAMPLES TO:**  **EkotechLAB Marek Klein S.K.A.**  **Ul. Fiszera 14, 80-231 Gdańsk Poland** | | | | | |
| *Default parameters are marked in bold, if required mark otherwise.* | Language of the report (1 version price-included, second version +10 EUR) | | | **EN** | PL |
| Test results reported with uncertainty: | | | YES  +5 EUR | **NO** |
| The presence of the Principal during the tests | | | YES | **NO** |
| Statement of compliance with the specification  *The principle of making decisions - the method of simple acceptance. The risk of incorrect acceptance up to 50%. The risk of incorrect rejection 50%.* | Specification:  *(if yes please specify below)* | | YES  +5 EUR | **NO** |
| Manner of submitting the report  *By default, the e-mail is signed with a qualified electronic signature* | | | *Shipping by traditional mail*  +5 EUR | **e-mail**  *price included* |
| Additional information, e.g.: *Place and date of sampling, sampler in accordance with the Customer’s information/in accordance with the sampling protocol* | | | | |

**The scope and methodology of analysis**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Package** | **Parameter** | **Unit** | **Method status** | **Research method** |
| **BASIC** | L-nicotine | mg/g | A | ISO 20714:2019(E) issue 1 from 08.2019/GC-FID |
| **BASIC+** | L-nicotine  Disposable e-cigarette volume | mg/g  ml | A  NA | ISO 20714:2019(E) issue 1 from 08.2019/GC-FID  ETL-E1/2021 |
| **MEDIUM** | L-nicotine, glycerin, propylene glycol | mg/g | A | ISO 20714:2019(E) issue 1 from 08.2019/GC-FID |
| **N-PUFF** | L-nicotine per puff | mg/puff | NA | ETL-E3/2020 (GC-FID) |
| **PRO** | *In vaped liquid:*  L-nicotine | mg/ml  mg/puff | NA | ETL-E3/2020 (GC-FID) |
| Glycerin, propylene glycol | mg/g | NA | ETL-E3/2020 (GC-FID) |
| GLYCOLS (ethylene glycol; diethylene glycol)  VOCS (benzene; 1,3-butadiene; diacetyl; isoprene; 2,3-pentadione; toluene)  ALDEHYDES (acetaldehyde; acrolein; crotonaldehyde; formaldehyde)  NITROSAMINES (TSNA:NNN; TSNA:NNK)  HEAVY METALS (aluminum; arsenic; cadmium; chromium; copper; iron; lead; mercury; nickel; tin) | μg/g | NA | ETL-E4 (HPLC-MSMS)  ETL-E5 (GC-MS)  ETL-E6 (HPLC-MSMS)  PN-EN ISO 11885:2009 |
| **O** | Other (on request) : | | NA |  |

**\***A – accredited method, NA – non-accredited method, P- method outsourced to an external service provider

**Samples identification**

|  |  |  |
| --- | --- | --- |
| **No.** | **Sample labeling by Customer**  *Included in the test report* | **Scope of analyzes**  *Circle the package type – legend above* |
| **1.** |  | B B+ M N-Puff P O |
| **2.** |  | B B+ M N-Puff P O |
| **3.** |  | B B+ M N-Puff P O |
| **4.** |  | B B+ M N-Puff P O |
| **5.** |  | B B+ M N-Puff P O |
| **6.** |  | B B+ M N-Puff P O |
| **7.** |  | B B+ M N-Puff P O |
| **8.** |  | B B+ M N-Puff P O |
| **9.** |  | B B+ M N-Puff P O |
| **10.** |  | B B+ M N-Puff P O |
| **11.** |  | B B+ M N-Puff P O |
| **12.** |  | B B+ M N-Puff P O |

1.The order will be processed within 14 business days - counted from the date of delivery of the samples to the Laboratory

2. The test report will be issued to the Principal after payment for the service performed.

3. Failure by the Principal to collect the subject of the contract does not release him from the obligation to pay for the service.

4. The Laboratory is not responsible for errors resulting from improper sampling by the Customer and is responsible for the samples from the moment of their acceptance for testing.

5. The customer has the right to submit a (written) complaint within 14 days of receiving the report.

6. The Laboratory stores samples for a period of 14 days from the delivery of the test report to the Client.

7. In the case of a recognized complaint, the costs related to the investigation are covered by the Laboratory. In the event of an unjustified complaint, the costs of the proceedings are covered by the Client or another party to the proceedings.

8. The Laboratory is legally obliged to maintain confidentiality for all information obtained from the Client and generated during the implementation of laboratory work, including information on test samples, test results and test reports.

INFORMATION CLAUSE - PERSONAL DATA: EkotechLAB Marek Klein S.K.A. Ul. Fiszera 14, 80-231 Gdańsk Poland is the administrator of your personal data. Please be advised that personal data are processed by EkotechLAB in accordance with the law: on the basis of your consent, in order to implement concluded contracts, fulfill legal obligations incumbent on EkotechLAB or in the implementation of the legitimate interests of EkotechLAB. Detailed information is available on our website: www.ekotechlab.pl/rodo.pdf. At the same address, you will find information that we are required to provide under the GDPR in the event that we initiate contacts, as well as information about your rights.

I accept the conditions and methods of testing the samples presented above.

……………………...……………………………………………

(date and signature of the Principal)