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| **Billing Information** | **Report Information** |
| Trade Name: |  | Product / License Holder (If Different): |  |
| Billing Address: |  | Address Where the Sample Was Taken (If Different): |  |
| Tax Office: |  | Tax Number: |  | Sample Production Address (If Different): |  |
| E-Reconciliation Email Address |  | Reconciliation Phone Number: |  | Purpose of Analysis: | [ ] License [ ] Special Request |
| Report Language | [ ] Turkish [ ] English [ ] Turkish + English | If the report language is not selected, it is accepted as Turkish. |

**GENERAL CONDITIONS**

* The laboratory is not responsible for the analysis and services performed based on incomplete/incorrect information declared by the customer regarding the sample.
* The sending and transportation of the sample is the responsibility of the customer. Samples that do not arrive in appropriate conditions will not be recorded, and if the deviations that may occur are accepted by the customer, a waiver statement will be included in the report.
* Unless a different application is requested, samples are stored for 15 days from the report submission date. At the end of this period, samples are destroyed and analysis objections are not evaluated after this period. Samples whose expiration date has expired within this period are destroyed without waiting for the required period.
* The evaluation of analysis results is made according to the declared values. In case of declaration changes to be made after reporting, a product label or approved content declaration change letter must be sent. In case of report revisions based on declaration changes, analysis report printing fee will be invoiced.
* In analyses based on the license, the Physical-Chemical (Day 0) and short-term stability tests are invoiced. Even if the Physical-Chemical (Day 0) test is found to be inappropriate, no refunds will be accepted.
* If the active substance content is not found appropriate in the Physical-Chemical (Day 0) tests in the analyses based on the license, stability, biological activity and irritation tests are not performed. (If the waiver declaration is approved, the process is initiated by making a note in the report.)
* The simple acceptance rule will be applied in the analysis of biocidal products. The decision rule guide is available on our website.
* The report to be prepared cannot be used in judicial, administrative proceedings or for advertising purposes.
* The laboratory is not obliged to disclose confidential information or notify the customer when required by law.
* Our laboratory is not responsible for the information declared by the customer.
* If any, please specify any special usage instructions (hot application, use of special diluents, activators), special storage conditions (other than room temperature) and special requests in the Additional Description section.
* When no Special Case is specified, mandatory microorganisms will be tested for a single temperature, a single concentration and a single time according to the relevant method and legislation.
* A minimum of 200 mL of sample must be sent for Physical-Chemical Tests, and a minimum of 200 mL of sample must be sent for each organism in microbiological activity tests.
* For ISO 22196 and JIS Z 2801 test methods, for plastic products, 50 samples with dimensions of 50±2 mm x 50±2 mm and a maximum thickness of 10 mm for two organisms and a reference sample (non-antimicrobial) must be sent, and for paint, varnish, etc., at least 1 (minimum 100 mL) original packaging sample and a reference sample (non-antimicrobial) must be sent. For paint, varnish, etc., the usage rate (product amount/size of applied area) and density of the product must be specified. In cases where a reference sample is not sent, the laboratory provides the reference sample.
* For the EN 16615 test method, 2 packages of finished wipes should be sent together with the unimpregnated version of the wipe or 500 mL of wipe solution should be sent together with the unimpregnated version of the wipe. The composition of the wipe and the number of folds during the analysis should be stated in the Additional Description section.

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| **Full Name of the Product:** |   |
| **Area of Use** | **Product Batch Information** | **Formulation Content: (Specify by weight or volume)** | **Product Specification****Information** | **Requested Test and****Test Condition** | **Activity Test** | **Additional Explanation:** |
| Product Type:[ ]  **TYPE 1 (Human hygiene)**[ ]  Public-Personal Area[ ]  Medical Field[ ]  **TYPE 2 (Equipment/Surface/Pool Water)**[ ]  Public-Personal Area[ ]  Medical Field[ ]  **TYPE 3 (Animal hygiene)**[ ]  Equipment/Surface[ ]  Animal Hygiene[ ]  **TYPE 4 (Food and feed area)**[ ]  **TYPE 5 (Drinking water)**[ ]  **TYPE 9 (Fiber, Leather, Plastic)**[ ]  **TYPE 11 (Protectors for Liquid Coolants and Processing Systems)**[ ]  **TYPE 12 (Silimicides)**[ ]  **TYPE 19 (Repellents and Protectors)** | U.T.: \_\_ /\_\_ / \_\_\_\_\_SKT. : \_\_ /\_\_ / \_\_\_\_\_Opened ProductUsage Period: …… (Month)Charge / Serial No: | Active substance and amount: Case number :Intensity : Excipient and amount:  | Colour :Smell: Appearance :Intensity :pH [ ]  <4[ ]  4 < pH ≤ 7[ ]  7 < pH ≤ 10[ ]  > 10Formulation Form[ ]  Liquid[ ]  Thick[ ]  Gel[ ]  Other ( ..….. )Sample Packaging Type:[ ]  PET[ ]  PE[ ]  HDPE[ ]  Other ( ….. ) | **Physical / Chemical Testing**[ ]  Chemical Test (Active Substance)[ ]  Physico-Chemical Test[ ]  (Speed St.) 54 0 C - 2 WEEKS[ ]  (Speed St.) 50 0 C - 4 WEEKS[ ]  (Speed St.) 45 0 C - 6 WEEKS[ ]  (Speed St.) 40 0 C - 8 WEEKS[ ]  (Speed St.) 35 0 C - 12 WEEKS[ ]  (Speed St.) 30 0 C - 18 WEEKS[ ]  Long Term Stability[ ]  Opened Product Stability**Microbiological Test**Polluting Condition[ ]  Clean Condition[ ]  Dirty ConditionContact Time :. Test Temperature :Test Concentration :[ ]  Ready to Use[ ]  Concentrated ( …………. . ) | **Phase 2 Step 1 Analysis** | **Phase 2 Step 2 Analysis** |  |
| [ ]  Bacterial Activity[ ]  TS\_EN\_1276[ ]  TS\_EN\_13727\_A2[ ]  TS\_EN\_1656[ ]  EN 1656[ ]  Oecd Env Jm Mono 2012 15[ ]  ISO 22196[ ]  JIS Z 2801[ ]  Fungus Activity[ ] EN 1650[ ]  TS EN 13624[ ]  TS\_EN\_1657[ ]  EN 15457 [ ]  Virus Activity[ ]  EN 14476+A2[ ]  EN 13610[ ]  ISO 21702[ ]  TS\_EN\_14675[ ]  Oecd Env Jm Mono 2012 15[ ]  Mycobactericidal Activity[ ]  TS\_EN\_14348[ ] EN 14204[ ] Sporicidal Activity[ ]  TS\_EN\_13704[ ]  EN 17126[ ]  Legionella Event[ ]  EN 13623[ ]  Irritation Test[ ]  Other ( …………… ) | [ ]  Bacteria Activity[ ] EN 13697[ ]  EN 14561[ ] EN 16615[ ] EN 17387[ ]  Yeasticidal Activity[ ] EN 13697[ ] EN 14562[ ]  EN 16615[ ]  EN 17387[ ] Fungicidal Activity[ ] EN 13697[ ]  EN 14562[ ]  EN 17387[ ]  Mycobactericidal Activity[ ]  EN 14563[ ]  Virus Activity[ ]  EN 17111[ ]  EN 16777[ ]  Other ( …………… ) |
| **SAMPLE ACCEPTING CONDITIONS** | **Conformity Check (To be filled by Sample Acceptance.)** |
| 1. Samples must be in their original packaging, in packaging equivalent to the packaging to be released to the market, and must be labeled. | [ ] Available [ ] Not Available (Disclaimer: ………………………………………………………………… ) |
| 2. The physical structure of the packaging must be intact, not leaking and unopened. | [ ] Suitable [ ] Not Available (Disclaimer: ………… ) |
| 3. The production dates of the samples sent for analysis purposes based on the license must be at most 1 month in advance. For imported products, this period must be at most 3 months. | [ ] Suitable [ ] Not Suitable(Disclaimer: ……………………… ) |
| 4. All samples sent must have the same content, charge/serial number and packaging features, all analyses will be performed on the same samples. Products with deformed, scratched or engraved labels will not be accepted. Notes/writings other than the label will not be taken into consideration. | [ ] Suitable [ ] Not Suitable(Disclaimer: ………………………………… … ) |
| 5. Samples must be submitted for all analyses (physico-chemical, accelerated stability, long-term/open lid stability, irritation tests, biological activity) in studies based on the marketing authorization. | [ ] Suitable [ ] Not Suitable(Disclaimer: … ………………………………………………………… …) |
| Official: Signature: History:  | I accept the general terms and conditions of sample acceptance and confirm the accuracy of the information I have declared. The damages of the negative situations that may arise from the incorrect information belong to us. I declare that we accept to perform the analyses requested in the form and to pay the amount to be invoiced to us based on the prices in the offer given based on this work. |

NOTE: Forms sent via e-mail will be considered signed and approved.

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| **The following sections will be completed by the laboratory.** |
| **Personnel Receiving the Sample**Name Surname / Date / Signature | Sample : ☐ Suitable ☐ Not SuitableExplanation: Sample Accepted by / Date / Signature :  |