



QUESTIONS? DIRECT ANSWERS: 269.384.9980  
ONLINE: PDF FORM AVAILABLE ON OUR WEBSITE

**SAMPLE SUBMISSION FORM**  
**AASHTO ACCREDITED LABORATORY**  
Aggregates, Cement, and Concrete

**IMPORTANT: Please fax or scan/email this form in advance.**

**Contact Information**

Party responsible for authorization.

Date: \_\_\_\_\_  
Name (Submitter): \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Mobile: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

**Laboratory and Testing Results**

Where do you want the results sent to:  
 Send to Contact     Other  
Name (Other): \_\_\_\_\_  
Title: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Final report will be sent by Email. A hard copy is available upon request.**

**Project Information**

**Please be specific with this information.**

Project: \_\_\_\_\_  
\_\_\_\_\_  
Location: \_\_\_\_\_  
**Tell us about the project, problems and issues:**  
\_\_\_\_\_  
\_\_\_\_\_

**Is this for potential litigation?** (May require additional documentation)  
 YES     NO

**Payment Options Purchase Order/Invoice Option**

Same as Contact     Invoice Results Recipient  
Invoice Sent to: \_\_\_\_\_  
Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**WE ACCEPT MOST MAJOR CREDIT CARDS** and will keep your information confidential. Please call our office and we'll assist you with the payment or credit application process.

**Shipping** Attention: Larry Wachowski (Lab Manager) Office/Lab 269-384-9980

Approximate Delivery Date: \_\_\_\_\_  
Shipped Via:  FedEx     UPS     USPS     Self-Deliver     Other: \_\_\_\_\_  
No. of Packages: \_\_\_\_\_ Tracking No.: \_\_\_\_\_

**Approval and Authorization**

Signature below authorizes Tourney Consulting Group (TCG) to proceed with testing according to the tests specified. This completed two-page form should accompany all samples. Testing will proceed with a completed and signed form.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

