



# CORE Forensics

## SUBMITTING SAMPLES

### Step 1

**Contact Lab:** E-mail us at [info@coreforensicslab.com](mailto:info@coreforensicslab.com). We will gather some details about the samples and create a proposal for you as quickly as possible. You may also call: 682-302-9512 or use the downloadable form on our website.

### Step 2

**Collect Samples:** Samples should always be 12 in. x 12 in. unless otherwise directed by your lab coordinator. Please mark any areas of interest that you would like our lab to focus on and label your samples with identifying numbers for record keeping. (If sending 4 samples 1 through 4 works.)

### Step 3

**Package samples:** Place samples in a large seal-able bag (like a zip lock bag) or wrap in some kind of plastic wrap to ensure all particles stay together per sample. Place samples inside of a box with enough packaging to keep samples from bouncing around during shipping.

### Step 4

**Mail Samples:** Print and fill out the downloadable Chain of Custody form and include it in your box with your samples.

Mail all samples to our office at **3370 W. Highway 199, Springtown, TX 76082.**