

# Mold Sampling Information Form

(Please fill out information below COMPLETELY and include with samples & payment-unless prepaid)

Property Street Address: \_\_\_\_\_  
City/State: \_\_\_\_\_ Zip: \_\_\_\_\_ Date/Time Sampled: \_\_\_\_\_  
Area Sampled (kitchen cabinet, living room wall, etc.) \_\_\_\_\_  
Name of person sampling: \_\_\_\_\_  
Company/Agency: \_\_\_\_\_ Phone#: \_\_\_\_\_  
Mail Report To: \_\_\_\_\_  
Fax or Email Report to: \_\_\_\_\_

### **PAYMENT INFORMATION—(IF NOT PREPAID)**

Please enclose your payment of \_\_\_\_\_ per sample X \_\_\_\_\_ samples = Total of \$ \_\_\_\_\_  
(If more than 5 samples, call for volume pricing.)

Form of payment: check: # or money order#: \_\_\_\_\_ credit card \_\_call with card information: 804-742-5577

**OR:** Customer Account: \_\_\_\_\_ (Please make checks payable to: Mid-Atlantic Laboratories, Inc.)

### **>>> HOW TO TAKE A MOLD SAMPLE <<<**

1. Choose the area of most concern for testing. We suggest testing any areas with visible mildew or water damage.
2. **If using our Bio-Tape Surface Sampling Slides**, follow these instructions:
  - a. Remove slide from provide slide mailer;
  - b. Document the sample location on slide label and complete any required documentation for laboratory.
  - c. Peel off protective liner from slide to expose adhesive;
  - d. Place slide with the adhesive side down on the surface to be sampled. (Use the centering line to orient the adhesive over the exact sample location desired)
  - e. Gently press down to ensure contact is made. Do NOT press down hard. The adhesive is very tacky and only needs to be pressed gently.
  - f. Carefully remove slide from surface and place back into slide mailer. Do NOT replace the plastic "Peel" liner.
  - g. Send slide to laboratory for analysis—see delivery instructions below.
3. **If you are providing your own supplies**, follow the instructions below:
4. You will need the following easily-obtainable household supplies: CLEAR scotch tape—NOT frosted; a small Ziploc-style plastic bag for EACH sample. Please use a "freezer" or heavier weight bag—DO NOT use plastic wraps like "saran wrap".
5. Take a three inch piece of the CLEAR scotch tape. Fold one end over, sticky side to sticky side, to make a ½ inch tab handle (this will give you something to grasp). Leave the rest of the sticky side exposed.
6. Gently press the sticky side of the tape against the area you are testing, and lift the tape off. You should try to get a sample about the size of a postage stamp. More is not necessarily better as it will be observed through a powerful microscope.
7. Adhere the sticky side of the tape to the inside of the zip loc bag. Wash hands immediately.
8. Place this form with the zip loc bag. Place the zip loc bag inside a mailing envelope, along with your payment (or call us with your credit card information)
9. You may deliver / or ship by UPS/FedEx your samples directly to **Mid-Atlantic Laboratories, Inc.** at:  
**224 Main St., Ste. 1, Port Royal, VA 22535**  
**Phone: 804-742-5577**
10. OR...you may mail your samples by US Mail to:  
**14294 Big Timber Rd., King George, VA 22485**  
*We will send results to you via fax or email within 7 Business Days of receiving your samples.*

\*\*\*\*\*LAB USE ONLY\*\*\*\*\*

DATE/TIME REC'D IN LAB: \_\_\_\_\_ BY: \_\_\_\_\_ PAID BY: Check #: \_\_\_\_\_ C/C: \_\_\_\_\_  
LAB PROJECT #: \_\_\_\_\_ OTHER: \_\_\_\_\_ AMT. PD.: \_\_\_\_\_  
DUE DATE: \_\_\_\_\_ RUSH? \_\_\_\_\_ DATE PD.: \_\_\_\_\_ REC'D BY: \_\_\_\_\_