**RSC Sample Drop Off Form**

This form must be submitted to [rscinfo@mail.ufl.edu](mailto:rscinfo@mail.ufl.edu). Drop offs may be done between 8 AM and 5 PM M-F at the NRF front desk. Sample container must be sealed in a Ziploc bag (secondary containment) for drop off.

A service request is still required prior to any RSC service. Staff will contact you if there are any questions.

User questions should be directed to [rscinfo@mail.ufl.edu](mailto:rscinfo@mail.ufl.edu) with subject line “Sample Drop Off Question”.

**Contact Information:**

\*Zoom capability is for possible questions before/during analysis.

1. Name: Click or tap here to enter text.
2. Phone number: Click or tap here to enter text.
3. Email address: Click or tap here to enter text.
4. PI/company name: Click or tap here to enter text.
5. Funding source: Click or tap here to enter text.
6. Zoom capability:  Yes  No

**Drop Off and Requested Analysis Date/Time:**

\*Staff will try to accommodate requests.

1. Drop off
   1. Date: Click or tap to enter a date. Time: Click or tap here to enter text.
2. Analysis
   1. Date: Click or tap to enter a date. Time: Click or tap here to enter text.

**Sample Description:**

\*Please provide adequate description of samples and analysis including, but not limited to: color/size, top/bottom face, sample ID, equipment settings, sample prep procedure, etc.).

1. Number of samples: Click or tap here to enter text.
2. Description: Click or tap here to enter text.
3. Analysis method(s) requested: Click or tap here to enter text.