

### Incoming Sample Form

Please complete the form below with information about the incoming sample(s) and return via email and/or with the incoming sample.

Sample Details	
Plant	
Unit Name/Unit #	
Age of Unit	
Location of Sample	
Operating Pressure	
Operating Temperature	
Usage Schedule (e.g., peaking, continuous)	
Number of Samples Submitted	
Specified Material (e.g., ASTM/SA)	
Specified Dimensions or Size (OD and MWT/Sch)	
Orientation of Sample(s)	
Age of Sample(s)	
Product Inside Sample	
Environment Outside Sample	
Date of Last Chemical Cleaning (if applicable)	
Date of Failure	
Location of Failure	
Description of Failure/Problem	
History of Similar Issues	
Service(s) Requested	



<b>Ship samples to:</b>  <b>Normal Receiving Hours:</b> <b>Mon-Fri - 8am-5:00pm</b> <b>Call for special arrangements.</b>	Acuren / M&M Engineering c/o (Engineer Contact Name) 1815 S. Hwy 183, Suite 100 Leander, Texas 78641
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Safety Considerations
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Is sample radioactive? If yes, explain.	
Is there a chemical residue on sample? If yes, explain.	
Is sample excessively heavy?	If yes, what is estimated weigh?
Other Details	

We can facilitate samples **up to 2,000 lbs. and 8 feet in length**. If samples are above these limits, please contact us prior to shipping so that appropriate arrangements can be made to receive them.

Contact Details
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	Report	Invoicing
Client Contact Name		
Company Name		
Mailing Address		
Phone Number		
Email Address		

Invoicing Details
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Fax Number	
Purchase Order Number	
Ariba # (if applicable)	
Purchase Order Requirements	<ul style="list-style-type: none"> <li>- Acuren requires mutually agreed terms be in place for any Purchase Order approval and before work or mobilization may begin.</li> <li>- Purchase Orders should be written to Acuren Inspection, Inc.</li> <li>- Payment terms of Purchase Order should be noted as stated in the agreed contract/terms.</li> <li>- Contract/terms in place must be noted as governing terms of Purchase Order for approval, statement should include contract number and/or execution date.</li> <li>-Purchase Orders for work proposed by the Acuren office in Leander, TX should be emailed to <a href="mailto:Lalena.Kelly@acuren.com">Lalena.Kelly@acuren.com</a>.</li> </ul>

Purchase Orders are highly encouraged. However, if payment must be made by credit card, please fill out the information below. Credit card payments are subject to a 3.5% surcharge fee per transaction. A formal authorization form will be emailed at the completion of the project.

Credit Card Number			
Card Expiration Date		Security Code (CCV)	
Name on Credit Card			

Your Preference For Sample Disposal	
Please check the appropriate option to indicate your preference on samples disposal when the project is complete. (Note: If carrier information is not provided, we will use the best return method and shipping charges will be added to the final invoice.)	
	Keep lab samples for seven (7) years and dispose of bulk.
	Put all materials in secure storage for \$100/month.
	Return samples to contact below using the provided carrier information.
If yes to return sample, please select option:	
Receiving Contact Name	
Company Name	
Delivery Address	
Preferred Carrier	
Carrier Phone Number	
Carrier Account Number	