



Laboratory Submittal Form

Company: _____ Phone No: _____
Billing Address: _____
Shipping Address (if different from billing): _____
A/P Contact: _____ E-mail / Phone: _____
P.O. No: _____ Payment Method: Credit Card [] Check [] ACH []

Payment Terms & Conditions: CMS accepts the following forms of payments: Cash, Check, Money Order, Cashier's Check, ACH/EFT, VISA, Mastercard and American Express.
New Customer or Company: Payment in advance is required before work begins. Acceptable payment methods include Cash or Credit Card. Customer: Net 30 terms is available after initial job completion, for qualifying work during a six-month period totaling \$2,500 or higher. Company: Net 30 terms is available after initial job completion, for qualifying work totaling \$5,000 or higher.
CMS observes the right to request payment in full upfront and/or decline new testing requests if there is a history of past due/negligent payments. Outstanding invoices of more than 90 days will result in being sent to collections.

INCLUDE ALL INFORMATION NEEDED ON FINAL TEST REPORT:

Material/Condition: _____ Specification(s): _____
Part No: _____ Sample No. _____ Lot [] FCE [] Job [] No: _____
Size(s): _____ Heat [] Coil [] No: _____
Reference Info: _____ Other: _____
ATTN: _____ Email: _____

Services Requested (Fill-in or check all that apply)

MECHANICAL TESTING:

Tensile: [] Machined [] Full Size [] Longitudinal [] Transverse [] Proof Load [] Wedge
Hardness: [] Rockwell [] Brinell [] LEEB Microhardness: [] Microhardness [] Knoop Macro Hardness: [] Vickers
Charpy V-Notch (CVNs): Temp. (req.) _____ [] °F [] °C Min Energy _____ [] ft. lb. [] J. [] Long / [] Trans
Other: [] Bend Test [] Compression [] Shear [] Flare Test [] Flattening

CHEMISTRY/CORROSION TESTING:

Chemical Composition/Analysis: [] OES [] XRF [] EDS Combustion: [] C [] S [] O [] N [] H
Corrosion: Method: _____ Salt Spray (ASTM B117): _____ Hours Photos: [] Yes [] No

METALLOGRAPHY/NDE/OTHER:

[] Microstructure [] Macro Etch [] Case Depth [] Coating Thickness [] SEM [] H Embrittlement [] FTIR
[] X-Ray [] Ultrasonic Testing (UT) [] Magnetic Particle (MT) [] Dye/Liquid Penetrant (PT)
[] Failure Analysis (Consultation Required)

COMMENTS/SPECIAL INSTRUCTIONS:

Rush Service: [] 48 hr. (100% surcharge) [] 72 hr. (50% surcharge)
Sample Return: [] No [] Yes - Ship UPS/FedEx #: _____
[] Yes - Pickup [] Ground [] 2-Day [] Next Day
** For Sample Returns, please include a return label or UPS / FedEx shipping account number and preferred shipping method. **
Note: Unreturned samples will be held on site for no longer than 90 days after completion of testing before being disposed of.

Submitted By: _____ Date: _____