

How to fill out our Order Form?

General Information

You do not need to fill out the order form by hand. The order form is an interactive document; you can fill it out and save it on your computer.

Information how to fill out the first page

Our standard routine phospholipid analyses will be performed according to “non GxP”. If you need the analysis according to GMP, please let us know in advance.

ANALYSIS ACCORDING TO (this is to certify the quality standard needed by customer for present analysis.)			
<input checked="" type="checkbox"/> Standard (non-GXP)	<input type="checkbox"/> GLP	<input type="checkbox"/> GMP	<input type="checkbox"/> REACH

Information how to fill out the second page

Batch:

If your sample does not have a batch number, please write “---” in the corresponding field. Then we know that this sample has no batch and you have not forgotten to fill out this field.

Storage: Please cross, how we should store the sample after the sample arrival

Testing plan/Analytical investigation:

- Please write “phospholipid analysis” (not 31P-NMR analysis, since there are several other analyses we perform with “31P-NMR”)
- Number of determinations: e.g. “single determination” or “double determination”

Correct (example): “phospholipid analysis (single determination)”.

Specification/expected content:

We appreciate if you could give us a specification or expected content, although it will only be to have an orientation. You can cross “Specification” or “Expectation” in the order form. Please write your expected value for the sample (e.g. “sum of phospholipid min. 40%” or “PC min. 25%”, these are examples).

If you do not know the specification/expected content, please write “unknown”

Note: It is important, that you write “approx.”, “min.” or “max” or a value, since it is not possible to reach a specification exactly.

Further sample information:

Matrix: “soy lecithin” / “fish feed” / “egg lecithin” or “marine source” or “milk” or “vegetable oil” etc -> This is important for the molecular weight and calculation of the results.

- For lecithin samples with a higher amount of Lyso- Phospholipids: Please write a comment like “Lyso Lecithin sample” or hydrolyzed lecithin sample”
- If capsules: please write
 - number of capsules you want to be used for each analysis,
 - Analysis of whole capsules or filling

Correct (examples): “Matrix: krill” or “matrix: soy lecithin” or “Matrix: hydrolyzed soy lecithin” or “Matrix: Krill oil capsules – please use 1 whole capsule”

Note: please cross ”Animal Origin”, if the sample(s) is/are from animal origin.

Rush/express: We will gladly send you our information about our rush services. Afterwards, you only need to cross rush or express. Please inform us per E-mail in advance, if you will send express samples

Examples

No. 1	Sample name deoiled lecithin	Batch 123456	Storage: <input checked="" type="radio"/> ≤ 25°C <input type="radio"/> 2-8°C <input type="radio"/> <-18°C	
Testing plan/ Analytical investigation		Phospholipid analysis (single determinaton)	<input type="radio"/> Specification	<input checked="" type="radio"/> Expectation
			sum PL min 40%	
Analyte information (CAS-No., chemical formula, molecular weight, etc.)		-	Please attach chemical structure!	
Further sample information (Hygroscopicity, toxicity, matrix)		Matrix: soy lecithin	<input type="checkbox"/> Animal origin (phospholipid and food samples)	
Desired report date		Expedited analysis (for a surcharge)	<input checked="" type="checkbox"/> RUSH order	<input checked="" type="checkbox"/> EXPRESS order

No. 1	Sample name xyz	Batch 123456	Storage: <input type="radio"/> ≤ 25°C <input checked="" type="radio"/> 2-8°C <input type="radio"/> <-18°C	
Testing plan/ Analytical investigation		Phospholipid analysis (double determination)	<input checked="" type="radio"/> Specification	<input type="radio"/> Expectation
			unknown	
Analyte information (CAS-No., chemical formula, molecular weight, etc.)		-	Please attach chemical structure!	
Further sample information (Hygroscopicity, toxicity, matrix)		Matrix: krill oil sample - use 2 whole capsules	<input checked="" type="checkbox"/> Animal origin (phospholipid and food samples)	
Desired report date		Expedited analysis (for a surcharge)	<input checked="" type="checkbox"/> RUSH order	<input checked="" type="checkbox"/> EXPRESS order