

# GeneSeek Customer Sample Release Form



Use this form to record signature approval(s) for controlled sample exchanges:

1. Enter the current owner information (CUSTOMER)
2. Enter Specific Mailing details as provided (CUSTOMER)
3. Enter name of person releasing/sending the samples (GENESEEEK)
4. Enter the FedEx/UPS Tracking number of the shipment going out. (GENESEEEK)
5. List Sample ID, Barcode and Current Orders or Notes (CUSTOMER and GENESEEK AS NEEDED)
6. Read and acknowledge sample release request (CUSTOMER)
7. Sign and Date (CUSTOMER)

**Note:** SAMPLES WILL NOT BE PULLED OR SENT UNLESS FORM IS COMPLETED IN ITS ENTIRITY AND SIGNED/DATED.

Current Owner of Samples Info:	Date:
Name: <input style="width: 95%;" type="text"/>	
Address: <input style="width: 95%;" type="text"/>	
City/State/Zip: <input style="width: 95%;" type="text"/>	
Phone: <input style="width: 95%;" type="text"/>	
Email: <input style="width: 95%;" type="text"/>	

Samples being Sent to:	Date:
Name: <input style="width: 95%;" type="text"/>	
Address: <input style="width: 95%;" type="text"/>	
City/State/Zip: <input style="width: 95%;" type="text"/>	
Phone: <input style="width: 95%;" type="text"/>	
Email: <input style="width: 95%;" type="text"/>	

Samples being Released and Signed by: <input style="width: 95%;" type="text"/>	Date: <input style="width: 95%;" type="text"/>
Tracking Number: <input style="width: 95%;" type="text"/>	

No.	Sample ID/Tag/Tattoo	Barcode	Current Order #	Notes
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

I, \_\_\_\_\_, am requesting that the Physical sample(s) listed above be pulled from GeneSeek inventory and sent to the address listed above. I understand that once the samples have left GeneSeek, the ownership of these samples may be transferred to the person/persons receiving these samples.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Form MUST be scanned and emailed to a GeneSeek representative or Faxed to: (402) 435-0664 ATTN: Sample Reception**