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 Email: [savant@savantgroup.com](mailto:savant@savantgroup.com)



ISO 9001:2015 Quality System Certified

## Lab Test Authorization Form

Name(s):

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Email report(s) to:

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Company Name & Address

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Send Invoice to:

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Telephone or Mobile:

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Purchase Order number:

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Type of Service:

Standard 10 business days (Standard service applies if none indicated.)  
 Rush 3 Business Days (50% Surcharge)     Expedited 5 Business Days (30% Surcharge)

**Packaging instructions: Please place completed copy of this form, safety datasheet(s), and sample container(s) in a sealed plastic bag.**

Special Instructions:

#	Sample ID	Savant ID	Test Method	Test Method	Test Method	Test Method
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						

Project Code: \_\_\_\_\_

Date Samples Received at Savant: \_\_\_\_\_ S: \_\_\_\_\_ T: \_\_\_\_\_

Date Results Due to Client: \_\_\_\_\_ L: \_\_\_\_\_ E: \_\_\_\_\_

## LABORATORY TESTING SERVICE – GENERAL POLICY INFORMATION

**QUALITY CONTROL AND ASSURANCE:** Savant is ISO 9001:2015 Quality System certified. The laboratory also participates in the ASTM Test Monitoring Center (TMC) calibration program for bench tests, the ASTM Interlaboratory Crosscheck Program, and the European CEC annual round-robins where appropriate. Savant is proud of its testing quality and accuracy. Tests will be rerun upon request to confirm data accuracy. If rerun test results fall within repeatability of original test results, both original and rerun tests will be billed to the customer. If rerun test results are not repeatable with original test results, subsequent analysis will be conducted to determine the source of error, accurate results will be reported to the customer, and only one test will be billed to the customer.

**INTERPRETATION AND CONSULTING:** As a research and testing laboratory, Savant is particularly well qualified to offer interpretation of test results and technical advisory services regarding lubricant performance, formulation or applications. We specialize in solving problems related to the measurement of critical lubricant properties. Services should be arranged in advance and are provided at a reasonable additional charge beyond the testing fee.

**TEST RESULTS:** Savant provides test results in tabular and/or graphical form as appropriate to an effective use of the data by our clients. Data is transmitted to clients by Email. Test results can also be transferred directly into Client databases by EDT (electronic data transfer) upon request. Results are considered owned by the party purchasing the testing, and the signer of this TAF must authorize releasing the test results to additional parties.

**SAMPLE AND DATA STORAGE:** Client oil and grease (non-flammable) samples submitted for testing are kept on site for a minimum of one year from date of receipt. Sample retains from fuels and other flammable samples will be disposed of upon final report completion. Other arrangements can be made for the storage or return of non-flammable lubricant samples at the client's request. Copies of reports and raw test data are kept by Savant Labs for a minimum of five years.

**TEST FEES:** Our fee structure is designed to give clients a choice depending on the urgency of testing requested. The turnaround times listed below apply to most tests, although certain specialized analyses may require additional time, which will be brought to your attention at the time the testing is requested.

**Standard Service:** Delivery of data to client by fax or email within **ten** working days of receipt of sample. A final report will be e-mailed. (Fee as listed)

**Expedited Service:** Delivery of data to client by phone, fax or email within **five** working days. Expedited service is not available for all tests. A final report will be e-mailed. (30% Surcharge)

**Rush Service:** Delivery of data to client by phone or email within **three** working days. **Some tests require more time to complete and are not able to be included in our rush service.** A final report will be e-mailed. (50% Surcharge)

**24 hr. Service:** Delivery of data to client by phone or email within **1 business day** of sample check-in. **This service must be specifically scheduled by phone and is only available for certain tests.** Please call to schedule. A final report will be emailed. (100% Surcharge)

**PAYMENT TERMS:** Net 30 days with approved credit. A purchase order is required unless other arrangements have been made. A late payment charge of 1.5% per month (18% annual rate) may be applied to past due invoices. Orders paid by a credit card will be charged a 3.5% transaction fee. Payments should be made payable and mailed to:

Savant, Inc.  
4800 James Savage Rd.  
Midland, MI 48642 USA

MasterCard, Visa, Discover, and American Express credit cards are also accepted.

Effective Date = 3/8/2022