

ISSUED BY : Quality Management Officer		AUTHORIZED BY : Director (Analytical Services)		
Issue No : 1	Issue Date : 24.06.2013	Revision No : 1	Revision Date : 01.08.2016	Reference: AL/T



## APPLICATION FOR TESTING OF TEA SAMPLE

ANALYTICAL LABORATORY OF SRI LANKA TEA BOARD

P.O. Box: 1750, 574, Galle Road, Colombo 03.

1. Name & Address of the Applicant: \_\_\_\_\_  
 Contact: \_\_\_\_\_ E-mail Address: \_\_\_\_\_
2. Registration No: \_\_\_\_\_ (As an Exporter/ Manufacture/ Importer of Tea)
3. Details of Consignment:
  - a) Export purpose / Import purpose / Quality assurance purpose \_\_\_\_\_
  - b) CUSDEC / Pro forma Invoice No. & Date: \_\_\_\_\_ (Certified copy should be attached)
  - c) Blend Sheet No. \_\_\_\_\_ (Certified copy of blend sheet should be attached)

S/L No:	Type of Test Required	No. of samples	Charges (Rs.) As per the SLTB Circular No: OR/1/87 Dated 01/09/2011
1			
2			
3			
<b>Total Charges(Rs.)</b>			

I hereby confirm that, the above particulars are true and accurate and the sample/s forwarded herewith is/are represented the aforesaid consignment/lot.

**Note:** Sample/s should be in final form of pack which is intended to be dispatched, bearing all marks and numbers. The minimum quantity of Tea should be 200g\* of each pack and you may require to inquire the quantity of the sample to be submitted from the receiving counter of the Laboratory.

\*Quantity of the sample can be vary depend on the test type.

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

Signature of Applicant: \_\_\_\_\_

X-----

To: ADG (Finance), SLTB

*for Finance Branch use only*

### Internal Payment Conformation

Please accept the following described payments on account of the Analytical Laboratory and issue official receipt.

Applicant's Name & Reg. No. : \_\_\_\_\_

A / C Code	A / C Title	Nos. of Samples	Amount (Rs.)
3003001	ISO 3720 Standard Tests	_____	_____
3003002	Chemical Analysis Tests	_____	_____
3003003	Toxic / Heavy Metal Analysis Tests	_____	_____
3003004	Physical Examination Tests	_____	_____
3003005	Microbiological Analysis Tests	_____	_____
3003006	Other Tests ( _____ )	_____	_____
<b>Total Amount Payable, excluding the taxes (Rs.)</b>			_____

*Note: All charges are subject to NBT and VAT thereon*

\_\_\_\_\_  
 Director (Analytical Services)  
 Analytical Laboratory of Sri Lanka Tea Board  
 (Inquiry: Tel/Fax: 0094112581576; e-mail: lab@pureceylontea.com)

NB: This Application should accompany with an official letter of request