

Sample Card Completion

Please complete all sampling cards returned with samples as completely as possible. If the information is complete, your sample will be processed in the shortest amount of time. Sample cards that lack proper referencing information may be subject to delays until the required information has been obtained from the customer.

For first time samples taken from a component (testing unit), the following information is essential:

- Complete name and address including contact information.
- Unit Number--this number must remain consistent for subsequent samples.
- Component type--must remain consistent if using "other" field.
- Oil type including brand, grade and manufacturer.
- The number of hours, months, kilometers or miles the oil has been used.
- The total number of hours, months, kilometers, or miles the component has been used.
- Was the oil changed? Yes or No?

Common sample card errors:

- Unit number is often misnamed or renamed.
- Information essential for referencing the samples is not completed.

All samples must have at least the following 3 clearly printed on every sample card submitted to Fluid Life.

- Unit Number
- Component Type
- Site Location
- Please supply the serial number of the component whenever possible.



CUSTOMER: _____

UNIT NO: _____

COMPONENT: _____

LOCATION: _____

SAMPLE DATE: January 1, 2012¹

PLEASE RETAIN THIS PORTION OF THE SLIP FOR RECORD OF SAMPLE

CUSTOMER CARE GROUP: 1.877.962.2400 TOLL FREE
www.fluidlife.com

TRACKING NUMBER

SAMPLE DATE: _____

COMPANY: ABC Company²

CONTACT: Jon Doe²

ADDRESS: 1234 5th Street²

CITY: Edmonton²

PROVINCE: AB² POSTAL CODE: T6J 5B5²

PHONE: 555-123-4567²

FAX: 555-765-4321²

EMAIL: email@email.com²

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TRACKING NUMBER

LAB USE ONLY

UNIT #: 1234³ SITE LOCATION: 12 34 567 8AB⁷ SERIAL #: 9477N 222 7E49¹¹

COMPONENT MFR: ACME Motors⁴ MODEL #: 5488⁸ SYSTEM CAPACITY: 7.5¹²

HR/MO/KM/MI ON COMPONENT: 20,000⁵ ON OIL: 5000⁹ METER READING: 5499647¹³ AMOUNT MAKEUP OIL ADDED: 2¹⁵ L/GAL

OIL MFR: Ultra Lube⁶ OIL BRAND: _____ OIL GRADE: 15W 40¹⁴ OIL CHANGED? YES NO¹⁶

COMMENTS OR ADDITIONAL INFORMATION: None¹⁰

COMPONENT:

ENGINE¹⁷
 TRANSMISSION
 HYDRAULICS
 DIFFERENTIAL
 COMPRESSOR
 OTHER: _____

SCREW COMPRESSOR
 WHEEL MOTOR
 BEARING
 TURBINE
 GEARBOX
 TYPE: _____

LOCATION:

LEFT RIGHT INBOARD OUTBOARD
 FRONT REAR SUPPLY LINE RETURN LINE
 TOP BOTTOM BEFORE FILTERS AFTER FILTERS
 NORTH SOUTH OTHER: _____
 EAST WEST
 MAIN¹⁸ AUXILLARY

FUEL:

DIESEL
 NATURAL GAS
 GAS¹⁹
 PROPANE
 OTHER: _____

POWER TYPE:

STEAM
 ELECTRICITY
 MECHANICAL
 FLUID

COOLANT:

CONVENTIONAL GLYCOL
 ELC GLYCOL
 WATER²⁰
 AIR
 OTHER: _____

COMPLETE SAMPLE INFORMATION IS REQUIRED FOR ACCURATE INTERPRETATION OF RESULTS

- ¹ Date sample was taken. Initials of the person taking the sample are also helpful.
- ² Complete address information including contact name. This is very important.
- ³ Specific unit number necessary for referencing in database.
- ⁴ Manufacturer of the component. Check on the component itself or check ownership documentation.
- ⁵ Specify months, kilometers, or miles of total usage on the particular component (engine, transmission, compressor etc.)
- ⁶ Who made the lubricant?
- ⁷ Specific unit number necessary for referencing in database.
- ⁸ Check on the component itself or the ownership documentation for the model number of the component.
- ⁹ Specify months, kilometers, or miles of total usage on the lubricant being tested.
- ¹⁰ What repairs have been done recently that would affect the sampling results.
- ¹¹ Serial number of the component should appear on the component or in the ownership documentation. This is extremely important for referencing your sample.

- ¹² Based on manufacturer's specifications; indicate the full oil capacity of the component.
- ¹³ Specific meter reading necessary for referencing in database.
- ¹⁴ May be single grade or multigrade, depending on what component is being sampled.
- ¹⁵ Amount of lubricant added since last oil change to bring fluid to a satisfactory level.
- ¹⁶ Was the sample taken previous to the component's oil being changed for new oil?
- ¹⁷ What component are you sampling? If it is not listed, please write in "other" space.
- ¹⁸ Area and/or description location of the component where the sampling took place.
- ¹⁹ What type of fuel is used to power the component?
- ²⁰ List coolant for the component, where applicable.