



**R&G Laboratories, Inc.**

Providing Excellence in Lubricant Analysis

## Complimentary Sample Instructions

R&G Labs will provide you with two complimentary wear particle analyses per plant. Many plants do not know what kind of information can be gathered by predictive oil analysis, others want to compare us to their current lab. We are confident that our quality and value will show, but the only way we can prove it to you is to show real results on your actual samples. Please follow these instructions to obtain your free analyses.

### **Pulling the sample:**

Use a two ounce or larger bottle. Make sure it is new and clean. Pull a representative sample of the oil, preferably while the equipment is running or immediately after shutdown. Try to pull from the middle of a reservoir to get a representative sample. If pulling from a valve, clean it thoroughly and then let the oil run for a moment before collecting the sample.

*If you want R&G Laboratories to supply a bottle and a mailer, please call us and we will send you one at no charge.*

### **Identifying the sample:**

Fill out the following label thoroughly and apply the label to your bottle. Please fill out the information on the reverse side of this sheet and send it along with the sample. Make sure to include the lube type and grade, the size of the reservoir and the type of equipment the sample is from. All of these factors greatly impact the recommendations we make based on the raw data from the analysis.

<i>R&amp;G Laboratories – Complimentary Sample</i>	<i>R&amp;G Laboratories – Complimentary Sample</i>
Company	Company
Contact Name	Contact Name
Reservoir ID	Reservoir ID
Date:                      Lube Type	Date:                      Lube Type

### **Sending the sample:**

Pack and box the samples, including either sorbent or some other material that will absorb oil in case of leakage during shipment. Your samples can be sent regular mail, UPS or through any other shipping company. Send the samples to:

**R&G Laboratories  
Complimentary Oil Analysis  
217 Hobbs Street, Suite 105  
Tampa, Florida 33619**

**Receiving your results:**

Be sure to fill out the following information completely! We cannot get you the results if we do not have this basic information. Your results will be mailed to the address you specify below. Also, be sure to provide a phone number where you can be reached in case of a critical result.

Company Name: \_\_\_\_\_

Corporate Address: \_\_\_\_\_

\_\_\_\_\_

Plant Identification: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

\_\_\_\_\_

Your Name: \_\_\_\_\_

Your Department Name: \_\_\_\_\_

Your Phone Number: \_\_\_\_\_

Your E-mail Address: \_\_\_\_\_

Your Fax Number: \_\_\_\_\_

Your Mailing Address: \_\_\_\_\_

Please Send Results Via (check one):       Email       Fax       Mail

If you want to send more than two samples at this time, please call us at (813) 643-3513 for pricing information. If you have any other questions, please call at your convenience.