

OIL SAMPLE LABELING/SHIPPING PROCEDURE

1. We request that customers provide all information as to hazards related to the sample. If a hazard exists, this information should be clearly marked in the comment area on the label or on a separate sheet of paper.
2. Please drain off any excess water **before** taking the sample.
3. Fill the plastic sample bottle with as much oil as it will hold. It takes a **minimum** of 4 ounces (120 milliliters) of oil to perform a complete analysis.
4. Fill out the INFORMATION LABEL completely (example shown below).
This information is required to ensure a complete and accurate analysis.

CUSTOMER NAME	ABC Company Services		
ADDRESS	Any Street Anyplace, USA 11111		
EMAIL	john.smith@abccompanyservices.com		
SERIAL NO.	12345	SAMPLE DATE	M/D/YR
MACHINE MFG.	Any Machine Mfg.	HOURS ON OIL	1234
OIL TYPE	Any Fluid Type	MACHINE HOURS	1234
MODEL NO.	Any Model Number	www.oil-services-lab.com	
DISTRIBUTOR:			
COMMENTS:			
PREPAID ANALYSIS KIT FOR REFRIGERATION OIL SAMPLES ONLY. Do not use for other CAMCO lube applications. See enclosed bulletin. 001			

5. Attach the INFORMATION LABEL to the plastic sample bottle (picture below).



6. Place the plastic sample bottle, which contains the oil and the completed INFORMATION LABEL, into the cardboard mailer (picture below).

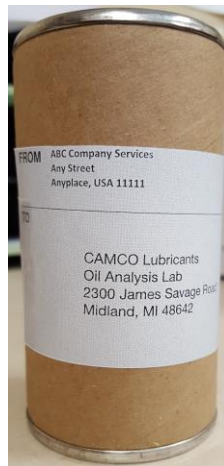


O V E R

7. Record the sender's address in the ADDRESS LABEL (shown below).

FROM	ABC Company Services Any Street Anyplace, USA 11111
TO	CAMCO Lubricants Oil Analysis Lab 2300 James Savage Road Midland, MI 48642

8. Place the completed ADDRESS LABEL around the cardboard mailer (shown below).



9. When shipping we prefer using UPS or FED-EX due to the tracking capabilities.