

**TURKISH
CEMENT MANUFACTURERS' ASSOCIATION
R&D INSTITUTE**

APPLICATION FORM

Date :/...../.....

Dear Authorized,

We hereby submit the necessary information for the analysis of the sample we have brought/sent, as specified below.

Regards,

Name-Surname/Signature

Sample Type / Number / Definition.....

Requested Analysis.....

.....

Requester's Information			Test/Analysis Service Fee*
Name-Surname/Company Name			Lab. Registration number*
Report Address			
Telephone		E-mail	
Billing Information			
Company Name			
Billing Address			Projected Report Date*
Tax Office and Tax Number			

* This section will be filled out by the laboratory.

Application

Customers must send the sample along with the application form and a bank receipt confirming the payment. Samples for which payment confirmation for the analysis fee cannot be obtained will be disposed of after a maximum of 2 weeks of storage.

Sample Acceptance Criteria

Appropriate

- 1- The sample must be appropriately packaged to prevent air exposure and/or spillage
- 2- If the sample is special, it should be accepted under the customer's special conditions.
- 3- It should be in the appropriate quantity for the analysis request (Ref: R&D Price List sample quantities)
- 4- The label information on the sample must match the sample identification information in the application letter.
- 5- The customer's contact information and signature must be included in the application letter.

If any of the specified criteria is missing, inform the Lab Supervisor/Expert, and the sample will not be accepted. If it meets the criteria, mark the box with a (✓) sign; if it does not, use (-) sign.

Sample Registration Criteria

- 1- In the case of samples sent with a format other than this application form, the above items are reviewed. In the event of non-compliance, this form is added to the customer's application form, Lab Supervisor/Expert is informed, and the sample is not recorded.
- 2- If a service fee has been paid for samples coming from external organizations other than members, the samples are recorded according to the relevant instructions.

Non-compliance conditions for samples sent by courier are communicated to the customer within 3 days. In the event that no information is obtained from the customer or the customer does not respond within one week, the samples are destroyed. This application form is kept in the Lab records.

Note

- 1) Note: I have read and accepted the "Test/Analysis Service Terms" within the R&D Price List available at www.turkcimento.org.tr.
- 2) After the request letter and analysis fee have been submitted to our organization, applications will be processed. The analysis fee can be collected at our organization or transferred to Türkiye İş Bankası, Küçükevler Branch, Türkiye Çimento Sanayicileri Birliği, EÇKA Facilities, IBAN No for USD: TR89 0006 4000 0024 2110 5862 38, IBAN No for Euro: TR53 0006 4000 0024 2110 5943 55 and the receipt is then faxed..
- 3) AB-0007- T file number accreditation scope can be accessed from the Türkak website.

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European Concrete Paving Association (EUPAVE), Global Cement and Concrete Association (GCCA), European Cement Research Academy (ECRA), and Building Products Manufacturers Federation (YÜF) are members.