



Agri Analysis Inc
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How to fill out the Soil Test Information Form

- **SUBMITTED BY:** This is for those businesses with multiple sales people to use as a way to refer to which salesperson sent the samples included on the form. This helps us and the sender get the reports back to the proper person. Otherwise, there is no need to fill this out.
- **INVOICE TO:** Just what it implies. Who should *Agri Analysis, Inc.* invoice.
- **GROWER:** Grower name (farmer, owner etc.) if different from INVOICE TO.
- **MARYLAND GROWERS** section: If you are sending samples from Maryland and need the Maryland Fertilizer Index Values included on the regular soil report format, check the appropriate line. Otherwise, no need to bother with this section.
- **SEND RESULTS BY:** How you want results returned to you. Supply your fax number or email address. We would prefer NOT to have to mail a copy(s) with the invoice if you are getting faxed or emailed. “On File” means we have your fax or email address already and there is no need to always supply that information each time you send samples. For the most part, once you’ve sent samples, we should have your fax or email address “On file” for the future.
- **SOIL TEST CODE:** Select the type of soil test you want and **circle** it. Refer to the bottom of the reverse side of the information form for a description of the different soil test codes. The test that is circled will be performed on all the samples listed on the form.

NOTE – USE SEPARATE FORMS TO REQUEST DIFFERENT TEST CODES. DO NOT COMBINE SOIL TEST CODES ON THE SAME INFORMATION SHEET.

TRACE MINERALS: When choosing a SBMIN, SB4 or SB4OM, circle the trace mineral(s) to be reported, SB6 and SB6OM will automatically report all 6 traces so there is no need to circle.

- **OFFICE USE:** For us to assign lab numbers to your samples
- **TEST CODE:** You may write a test code in this column, but it’s quicker to circle one.
- **SAMPLE ID:** Your field name or number, make sure that matches what you have listed on the soil bag
- **ACRES:** Optional, fill the # of acres the field is if you want this on your report
- **LAST CROP:** Write or supply a crop code (listed on the reverse side of the request form) for the previous crop grown
- **NEXT CROP:** Write or supply a crop code for the next crop to be grown. If you do not supply the next crop you will not receive lime and fertilizer recommendations on the soil report.
- **YIELD GOAL:** Recommendations are generated depending on next crop and the yield goal supplied. A default yield goal will be supplied if nothing is entered.
NOTE: If you just want results only and NO recommendations. Write “99” in the “Next Crop” Column
- **COPY TO:** Who an extra copy of report(s) should go to. No charge if via e-mail