

Microbiology Tests

How to Take and Send Samples

Summary Checklist

Detailed information on each of the steps below can be found further on in this document.

- 1. Plan how many samples you need to take (see Sampling, below).
- 2. Order a Sampling Kit (available from Microbiology Laboratories Australia or agents).
- 3. When sampling, the idea is to keep the samples as cold as possible after sampling. Take an esky containing some ice bricks with you when you sample (see How to Prepare Samples, below).
- 4. For soil, compost and other solid materials, fill the supplied sampling jars level to the top, tapping gently to settle the material into the container. For liquids, half fill jars only. Do not pack materials into the container, or try to over- or under- fill the containers (see How to Prepare Samples, below).
- 5. For roots, collect sub-samples in the field into the disposable sampling bags before washing later. Only 10 mL of roots are needed for the final sample sent into the lab so it is not necessary to collect large quantities. (See How to Prepare Samples, below.)
- 6. Wash as much soil as possible of root samples in the disposable root sampling bags before placing a 10 mL sample of roots into the supplied vials, and refrigerate (do not freeze) root samples before sending to the lab. (See How to Prepare Samples, below.)
- 6. After sampling, freeze all solid and liquid samples (not roots) at -18°C for at least 24 hours before sending to the lab. The freezer compartment of a domestic refrigerator should achieve this.
- 7. Freeze the supplied ice brick(s) along with your sample(s).
- 9. Place sample containers into the supplied insulated bag along with the supplied ice brick (see Posting Your Samples, below).
- 10. Complete an Order Form (supplied or downloadable from www.microbelabs.com.au).
- 11. Place the insulated bag and the completed forms into the supplied Express Post envelope. **Sign the declaration on the front** and complete your contact details on the back.
- 12. Post the Express Post envelope in the yellow Express Post boxes, or lodge over the counter at a post office (see Posting Your Samples, below). Avoid Star Track and Toll courier services as these often try to deliver outside hours, which results in at least one day delay. **Post no later than Wednesday** to avoid weekend delays.