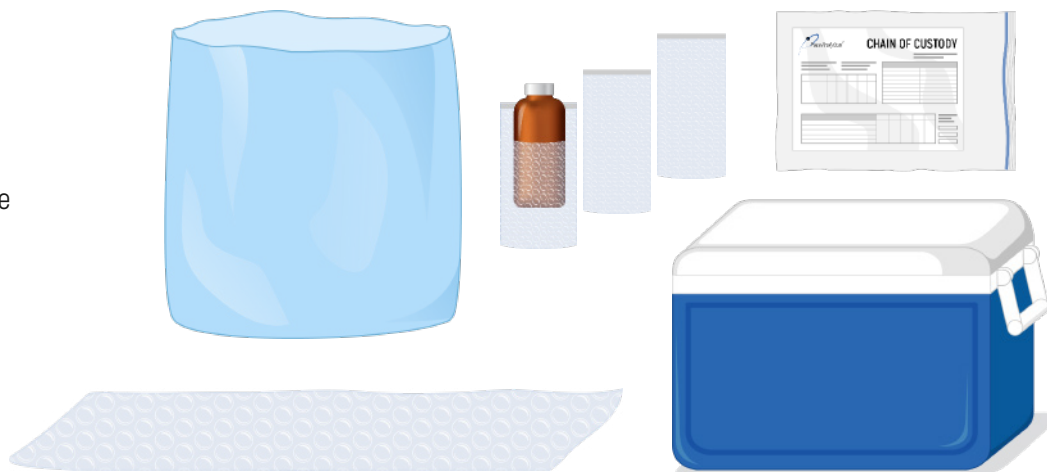


COOLER PACKING INSTRUCTIONS

ENVIRONMENT

STEP 1: GATHER YOUR SUPPLIES

- Cooler (Sizing rule: 1/3 of the cooler should be used for ice)
- Bubble wrap and bubble bags
- Large plastic bag (containment of ice and samples)
- Plastic bag with completed chain of custody
- Zip tie (optional)
- Custody Seal



STEP 2: PREP & PACK YOUR COOLER

- Line cooler and sides with bubble wrap
- Place large plastic bag on top on bubble wrap layer
- Insert glass bottles into bubble bags
- Put glass bottles in cooler equally spaced if possible
- Fill in gaps between glass bottles with plastic bottles if possible
- Containers should be in a single layer and not stacked on top of one another
- Pour ice on top of samples, tie containment bag with knot or zip tie
- Wrap excess bubble wrap around containment bag to create protection against cooler lid



Notes: Before Packing your cooler

- Use a cooler that conforms to DOT drop test specifications. Our coolers conform to those specifications.
- Avoid using water-soluble ink.
- Pack the chain of custody in a sealed Ziploc bag to keep it from getting wet during transport.

COOLER PACKING INSTRUCTIONS

Notes: Packing Your Cooler

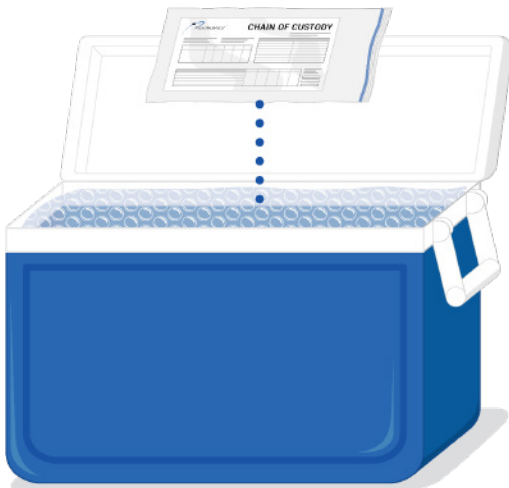
- If a sample is above ambient temperature when it is taken, pre-chill the sample in an ice bath for a few minutes before packing in the cooler. This saves the ice from having to both lower the temperature of the sample and maintain it.
- USE BUBBLE BAGS! Not only is it the ideal packing material for maximum shock protection, the trapped air provides thermal insulation and helps keep the pre-chilled samples cold. They also help prevent water from seeping onto the sample and degrading the label when the ice melts.
- Avoid using packing material that absorbs water. Materials such as paper, cardboard and peanuts become soggy and decompose in water—thereby losing any cushioning effects.
- Do not use vermiculite. Vermiculite provides cushioning; however, it does not work well in the coolers. Not only does it tend to scatter when it is dry, but it becomes a soggy mess when the ice melts.

Icing Your Cooler

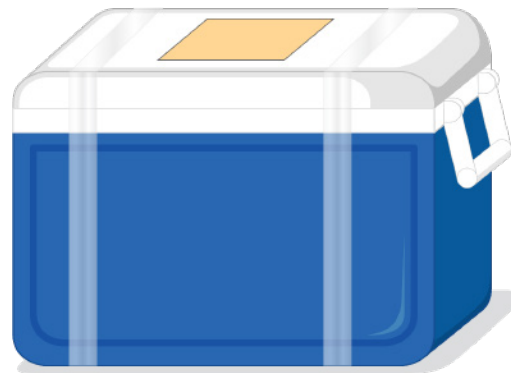
- Natural bagged ice is the best choice for keeping samples cold. Blocked or blue ice packs do not provide cool temperatures long enough in large coolers.
- At least 1/3 of the space in the cooler should be taken up by ice. Use 20 to 25 pounds of ice for an average sized 50 quart cooler. When in doubt—USE MORE ICE. Ice is much less expensive than re-sampling.
- Never use Dry ice. Dry ice freezes samples solid, compromising both sample integrity and potentially shattering containers. Dry ice is also a safety hazard.
- A bag has been supplied for you to line the cooler. This is a requirement if shipping FedEx. Please fill the bag with samples first, then dump ice in bag and tie it closed.

STEP 3: SECURE & SHIP YOUR COOLER

- Relinquish chain of custody and put in a re-sealable bag on top of bubble wrap



- Close the lid and place custody seal on corner of the cooler
- Use packing tape to keep lid from opening
- Drop off cooler at local shipping facility (Fedex, UPS, USPS)
- Keep your tracking number handy and wait for your sample receipt form via e-mail from your Pace Project manager



HQ / 1800 Elm Street SE Minneapolis, MN 55414 · pacelabs.com