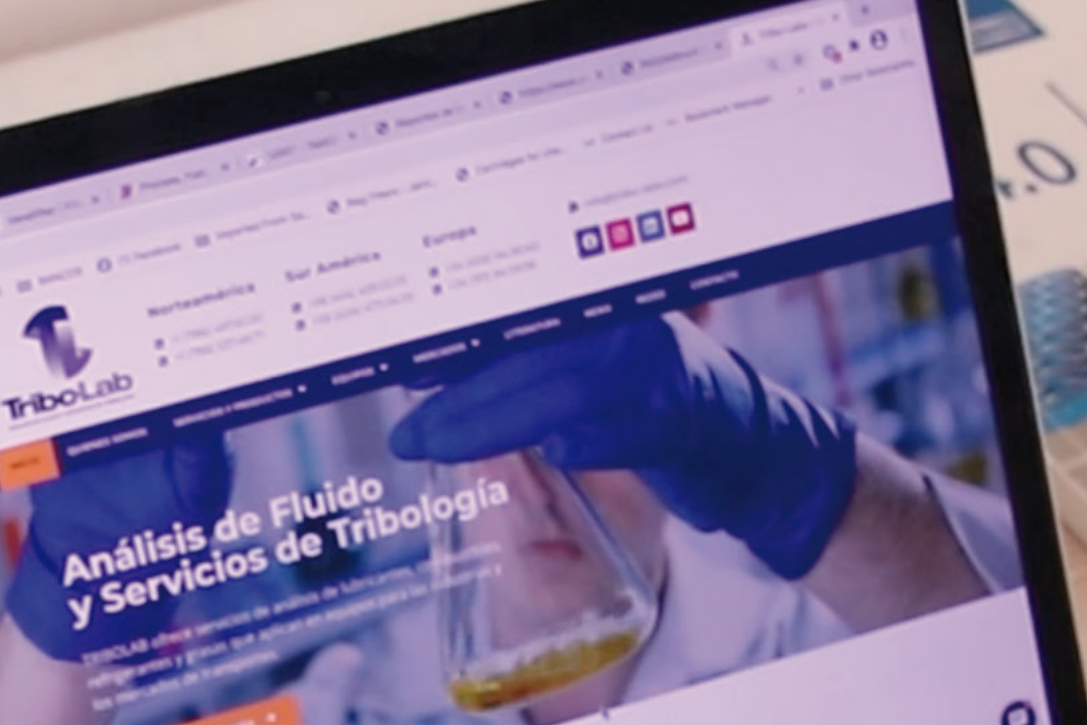




& Label filling Process

Sending samples **Tribo-Lab**



& Label filling Process

Sending samples to Tribo-Lab



PHYSICAL FORMAT

STEP A

The sample information form MUST be completed for each sample. Use the sample submission feature in Tribo-Lab™ to improve accuracy and ensure faster processing. Always provide our labs with equipment details and fluid information. A more in-depth analysis is possible when the analyst knows the time in both the unit and fluid and if fluid and / or filter has been changed since the last sample.

STEP B

Complete the component registration section ONLY when sampling a component for the first time or to make changes to a previous component registration. **Note: Component updates can also be done by emailing the change.**

STEP C

Attach one barcode to the sample bottle and retain the other barcode for your records. If the sample has been registered online, the barcode will contain all the sample information required for processing. The information form allows all paperwork submitted with the Tribo-Lab™ sample to be available online at.

STEP D

Send the sample to the address of the nearest Tribo-Lab™ laboratory through a traceable dispatch service. Please check the package shipping protocol at the end of document.



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ADVANCED INDUSTRIAL

1-317-396-4410 | www.tribo-labs.com

AIO | Sólo Muestras de Lubricantes

INSTRUCCIONES DE SUMISIÓN EN LÍNEA



21029B32075

Component ID

RETENER PARA
SU ARCHIVO

Fecha de Muestreo

Component ID

21029B32075



Enviar un correo a:
custserv@oilreports.com para crear
una cuenta en línea



Ingrese a su cuenta en línea para
añadir o editar componentes bajo
Administración de Equipo



Utilice **Sumisión de Muestra** para
enviar la información de la muestra al
laboratorio (si no tuviera acceso en línea,
por favor completar el formulario)



Pegar la **etiqueta** al frasco de la
muestra



Enviar la muestra al laboratorio por
medio de un servicio rastreable de
correo (ver abajo la lista de direcciones)



Reciba los **resultados** por medio de
correo electrónico o encuéntrelos en
línea



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Por favor complete este formato sólo si el acceso en línea no está disponible. Utilice
HORIZON para proveer al laboratorio más información de la muestra y componente.

INFORMACIÓN DE LA CUENTA

(ACCT: TRIBOL)

Distribuidor/Representante
Nombre de la Compañía
Contacto
Dirección
Ciudad/País
Teléfono
Correo electrónico

INFORMACIÓN DE LA MUESTRA

Referencia Nuevo Fluido ☐

Component ID
Secondary ID

Componente/ Tipo de Fluido (indique uno)

Motor ☐ Cojinete ☐ Hidráulico ☐
☐ Diesel ☐ Compresor ☐ Recipiente ☐
☐ Gas Natural ☐ Engranaje ☐ Turbina ☐
☐ Otro

Posición: ☐ Frontal ☐ Trasero ☐ Izquierdo ☐ Derecho ☐ Central

Fecha de Muestreo

Tiempo de Fluido ☐ km ☐ hr ☐ mo ☐ mi ☐ día ☐ yr ☐ kt

Tiempo de Componente ☐ km ☐ hr ☐ mo ☐ mi ☐ día ☐ yr ☐ kt

Cambio de Fluido ☐ Sí ☐ No ☐ Desconocido

Cambio de Filtro ☐ Sí ☐ No ☐ Desconocido

Misc.

Comentarios

INFORMACIÓN DEL COMPONENTE (Solo para Primer Muestra)

Fabricante

Modelo

Fabricante del Producto

Producto & Grado de Viscosidad ☐ ISO ☐ SAE

STEP A

STEP C

STEP B

NOTE: use permanent ink or permanent ink pen to fill in the form. Do not fill out the form with a graphite pencil or soluble ink marker. Write in "MOLDE" handwriting. Avoid cursive writing.



& Label filling Process Sending samples to Tribo-Lab



ONLINE FORMAT

STEP A

Enter the Tribo-Lab™, platform, if your team is already added, go directly to the submission window, if not, you must first go to the team management window and add your team to the database. Here you will provide all the information regarding your equipment and fluid data

STEP B

After having your equipment added, you must go to the submission window, there you will look for your equipment already added and the laboratory will be notified about the sample to be sent, fill in the information. In case you do not have a fingerprint number, you can advance by filling in that space and the system will automatically generate one for you. Print and attach the label to the sample bottle. Because the sample has been registered online, the barcode contains all sample information required for processing. This piece is missing a bit of text and a photo..



www.tribo-labs.com

For more information you can contact us via email
info@tribo-labs.com

“Make sure to go through the shipping procedure of adequate samples.”

Shipping Protocol



- 1.- Complete the necessary volume of the container according to the type of **Tribo-Lab™** test packs you have selected. If there is not the required sample volume, our lab technician will not be able to complete the tests he requested.
- 2.- The sample information form **MUST** be completed for each sample. Thoroughly clean the sample container before placing the label. Secure the sample container label with clear tape to prevent peeling off during shipping. In this way **Tribo-Lab™** ensures a faster identification and processing process.
- 3.- Make sure to place each sample in a ziplock or hermetically sealed bag and adhere the form to the outside of the bag to prevent spillage of samples, and moisten the form with lubricants or fuel. Similarly, secure and tighten the sample container cap properly to prevent sample leakage.
- 4.- Take your shipping box, put bubble wrap on the bottom to protect the sample from bumps. Make sure to place the samples in a suitable position to avoid spillage. Enter your purchase order and seal the package correctly. If possible, post signs indicating the position in which the package should be stored.
- 5.- Go to your nearest **DHL** agency with all the necessary documentation for your shipment; see **Bulletin DHL SAMPLE SHIPPING METHOD**. There you will get more information on how to obtain the necessary documentation.