



Appendix 2

SAMPLE CONSIGNMENT PROCEDURE – TOWNSVILLE

To minimise delays in customs and quarantine clearance we recommend the following protocol when consigning samples to **Townsville**, Australia:

1. Samples should be packaged into sturdy containers such as polyweave sacks, metal drums or metal trunks not exceeding 18kg per package. Wooden boxes, used fruit cartons, wood shavings etc. should be avoided because of the quarantine problems they cause on entry. If there is any doubt about packaging, please contact the Townsville Office on +61 7 4796 0600.
2. Samples should be addressed to:

ALS Group – Minerals Division
14-15 Desma Court
Townsville QLD 4817
AUSTRALIA
3. Include with the paperwork that accompanies the samples a declaration on your company letterhead, addressed to AQIS (see example that follows) stating:
 - a) The **nature** of the samples (rock, pulp, soil etc.)
 - b) The country of **origin**
 - c) The **depth** from which the samples are taken. Declare whether collected from **EITHER**;
A – depths less than 2 metres **or** B – depths greater than 2 metres
 - d) **Any heat treatment or sample preparation** they may have undergone (e.g. with pulps).
 - e) That they have a **commercial value of A\$20.00 (must stipulate value in AUSTRALIAN CURRENCY – do not convert to local equivalent)**.
 - f) That **the samples are being shipped to ALS Group – Minerals Division, 14-15 Desma Court, Townsville QLD 4817, Australia (ABN No. 84 009 936 029) (Permit No. IP12010804) for treatment and analysis (NOTE: ABN and Permit numbers are essential)**

Example Only:

XYZ Mining have dispatched 150 rock chip samples (which have a nominal value of **A\$20**) on Qantas flight QF1 on Monday 3rd February 2014 from (country of origin) under airway bill Q1132257. They were collected from depths of greater than 2 metres and are free from plant or other surface material. The samples are being imported (permit number **IP12010804**) for the sole purpose of treatment and geochemical analysis at:

ALS Group – Minerals Division (ABN No. 84 009 936 029)
14-15 Desma Court
Townsville QLD 4817
AUSTRALIA
TEL: (07) 4796 0600 FAX: (07) 4796 0620

4. Send to ALS by facsimile (+61 7 4796 0620) or email (incoming.townsville@alsglobal.com) the name of the carrier, the consignment number, a copy of the declaration to AQIS, a copy of the sample submission sheet and the date of dispatch of samples so that we can advise our agents to expedite clearance. Please mark faxes to the attention of the Laboratory Manager.