**PHILIPPINE TEXTILE RESEARCH INSTITUTE**
**Testing Laboratory**
Gen. Santos Ave. Bicutan, Taguig, Metro Manila

# TEST REQUEST

*PLEASE PRINT* (To be filled-up by client)

Date/Time: _____

Company: _____

Requesting Official/Person _____ Designation: _____

Address: _____

Telephone No.: _____ Fax No.: _____

Type of Company: *( ) Private ( ) Government ( ) Others* _____

Submitted by: _____

Mode of Releasing of Test Report: *( ) Fax Transmittal ( ) Pick-up*

Other Request: *( ) Retained sample ( ) Tested Specimen ( ) Additional TR copy ( ) Others* _____

Test Report to be used for: _____

Sample Description: _____

## JOB REQUEST (To be filled-up by Receiving Officer)

No./Type of Sample:
_____ fibers _____ garments
_____ yarns _____ carpets
_____ fabrics others, specify _____

Test Report No.: _____
Reference No: **CN** _____
PTRI SN _____
Client's due date: _____

| TEST REQUEST | QTY | UNIT FEE | TOTAL FEE |
|---|---|---|---|
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**TOTAL FEE:** _____

Received by: _____ Reviewed by: _____ Date: _____
Mode of charging: ( ) Cash ( ) Manager's check ( ) Charge to deposit (MOA)
Billed by: _____ OP #: _____ Date: _____
Payment received by: _____ OR #: _____ Date: _____

In case of Additional Charges: **Additional fee:** _____
Billed by: _____ OP #: _____ Date: _____
Payment Received by: _____ OR #: _____ Date: _____
Client's Signature: _____