



Processor Instructions

Thank you for partnering with Verdasure for your testing needs! Below you will find instructions on how to ship your samples back to our facility for testing.

What you need to start:

Your WI DATCP (or from your state) Processing License - this license must be included with each sample, otherwise we will destroy the sample without testing it

AND

A signed and dated product or processor test requisition that provides all the necessary information about you and your sample. This form can be found on our website or shipped to you in a "test kit" for your convenience.

Sample Collection Instructions

1. Place the collected sample (Hemp, CBD Oil or Product) in a small container or bag, and seal tightly.
 - a. For Final Products, 1 sample of product will suffice. (1 cookie, 1 dog bone, etc)
 - b. For CBD Oil, if provided a vial, please send a minimal of 150mg. (1.5mL)
 - c. For Hemp, please place a minimum of 5 buds/flowers. (More improves accuracy)
2. Label your sample.
 - a. Please write your **name** or **company name**, **email address** and any desired **description** such as a lot # that you would like to use when referring to the sample. An example may be, VerdaSure, s&s@1234.com, Lot #1 or VerdaSure, s&s@1234.com, Oregon Cherry.
 - i. **Email Address** – The email address you provide will be the address we send your sample results to. Your certificate of analysis (COA) will be sent from results@verdasure.com. Make sure our email is in your approved senders list!
 1. If you did not find it there, please call us at 414-386-3795 and ask for your hemp testing results.
 2. We can also fax if desired.
3. Provide a copy of your DATCP Processor License with **each sample** that is sent.
4. Ship your Sample.
 - a. Place your labeled sample bag and DATCP License within a shipping container. Visit your local post office or shipping partner of choice to send back to our facility for testing.

Please Ship Samples to:

1630 Miller Park Way

West Milwaukee, WI 53214

ATTN: VerdaSure



Important Information

It is important to note, if you are shipping hemp derived material to our lab you may be required to provide additional information as required by the USPS. It is not always required, but it would be best practice for you to do this before shipping in the event you are asked for the information at the time of mailing.

Recently the United States Post Office ("USPS") issued an advisory on "Acceptance Criteria for Cannabidiol (CBD) Oil and Products Containing CBD." Those criteria are as follows:

1. A signed self certification statement, subject to the False Statements Act (18 U.S.C. § 1001). Statements must be signed by the mailer, and must include the text "I certify that all information furnished in this letter and supporting documents are accurate, truthful, and complete. I understand that anyone who furnishes false or misleading information or omits information relating to this certification may be subject to criminal and/or civil penalties, including fines and imprisonment."
2. The industrial hemp producer possesses a license issued by the Department of Agriculture, for the state where the Post Office/acceptance unit is located, which includes documentation identifying the producer by name and showing the mailer is authorized by the registered producer to market products manufactured by that producer.

If asked to provide proof of allowable receipt of samples by our lab, please provide the VerdaSure's processor license number – **482894-HP**

3. The industrial hemp, or products produced from industrial hemp, contains a delta-9 THC concentration of not more than 0.3% on a dry weight basis.
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VerdaSure's laboratory operates **Monday - Friday 9am to 5pm.**

Upon sample receipt, we will submit your results via email within **48 hrs.**

Sample received after noon on Friday, will report out to you on Tuesday.

For any questions or concerns, please contact our office at 414-386-3795