



# TECHNICAL BULLETIN

## How to Use the EZ Sample Label

The EZ sample label is smaller, more convenient and easier to use than ever before. Combined with online sample submission, this label reduces paperwork, minimizes errors and moves your samples to the laboratory floor more quickly.



**ADVANCED MOBILE**  
1-877-808-3750 | www.eoilreports.com  
AMP | Oil/Coolant Samples Only




0 0 0 0 0 0 A 0 0 0 0 0 0

Complete this form **only** if online access is not available. Utilize HORIZON to provide the laboratory with more detailed component/sample information.

**ONLINE SUBMISSION INSTRUCTIONS**

**A**

**APPLY TO SAMPLE**



Date Taken \_\_\_\_\_  
Component ID \_\_\_\_\_

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**RETAIN FOR YOUR RECORDS**

Date Taken \_\_\_\_\_  
Component ID \_\_\_\_\_  
00000A00000

**C**

**ACCOUNT INFORMATION (ACCT: 000000-0000-0000)**

Distributor/Sales Rep \_\_\_\_\_  
Company Name \_\_\_\_\_  
Contact \_\_\_\_\_  
Address \_\_\_\_\_  
City / Country \_\_\_\_\_  
Telephone \_\_\_\_\_  
Email \_\_\_\_\_

**SAMPLE INFORMATION** New Fluid Reference

Component ID \_\_\_\_\_  
Secondary ID \_\_\_\_\_

Component Type (check one)

Engine  Transmission  Bearing  Gear  Other   
 Diesel  Auto  Compressor  Turbine  Coolant  
 Natural Gas  Manual  Hydraulic  
 Other \_\_\_\_\_

Position:  Front  Rear  Left  Right  Center  Chassis

Date Taken \_\_\_\_\_

Fluid Time \_\_\_\_\_ hr  mo   
mi  day  yr  kt

Component Time \_\_\_\_\_ hr  mo   
mi  day  yr  kt

Fluid Changed  Yes  No  
Filter Changed  Yes  No  
Misc \_\_\_\_\_  
Comments \_\_\_\_\_

**B**

FLUID ANALYSIS LAB  
7451 WINTON DRIVE  
P.O. BOX 68963  
INDIANAPOLIS, IN 46268

FLUID ANALYSIS LAB  
10910 W. SAM HOUSTON PKWY N  
STE 700  
HOUSTON, TX 77064-9903

FLUID ANALYSIS LAB  
5140 75TH STREET  
EDMONTON, AB T6E 6W2  
CANADA

FLUID ANALYSIS LAB  
3060 CALIFORNIA AVE, STE B  
P.O. BOX 30820  
SALT LAKE CITY, UT 84104

**ACCOUNT INFORMATION (For first-time samples or changes only)**

Component Mfr \_\_\_\_\_  
Component Model \_\_\_\_\_  
Product Mfr \_\_\_\_\_  
Product & Viscosity Grade \_\_\_\_\_ ISO   
SAE

### STEP A | SAMPLE INFORMATION

First-time users need to establish a HORIZON® account, and new components (sample point) need to be added to your account.

Next, fill out the **QR (quick response) code label** (img alt="QR code icon") with the corresponding **Component ID** and **Sample Date**. Attach the label to the sample jar and retain the other label for your records.

To improve accuracy and ensure faster processing, use the **Sample Submission** feature in HORIZON to send the sample information to the laboratory. Once the information is submitted online, the QR code will contain all required sample information needed for processing.

*NOTE: Provide the laboratory with as much detailed equipment and fluid information as possible. More in-depth analysis is possible when the analyst knows the time on both the unit and fluid and whether the fluid and/or filter have been changed since last sampled.*

## STEP B | LABORATORY LOCATIONS

A list of available **laboratory locations** is included on the form. Label your package with the laboratory address of your choice and ship it using a trackable shipping service, such as UPS or FedEx.

## STEP C | ONLINE ACCESS

If the sample information cannot be submitted online, **complete the simple form** on the right, detach the form and submit it to the laboratory with the sample.

*IMPORTANT: Samples will be placed on hold if the component ID does not match an ID in your account and no component information is included on the paper form. Components can be added to your account online via HORIZON or by contacting Customer Service. Samples placed on hold for more than 30 days will be disposed.*