SHIPPING INSTRUCTIONS

FOR SLUDGE SAMPLES

STEPS

1. Important information
	1. See Sludge Data Sheet to the next page in order to complete the information. Upon availability, please include:
		1. A complete description of the treatment or process;
		2. A sample of polymer (if applicable); and
		3. A sample of cake and filtering aid (when used).
	2. Notice
		1. Please advise us of routing and carrier bill of lading upon shipment.
		2. Please send samples to us on Mondays and Tuesdays, so that the laboratory analysis can be performed before the weekend.
		3. Please also avoid sending us samples before statutory holidays, the last two weeks of the month of July and the Christmas – New Year Holidays.
2. Shipping container
A cooler-type shipping container with ice is required when the nature of sludge sample changes under ambient temperature conditions to ensure that the sample is still representative of the sludge once it arrives at our plant. In this case, the fastest shipping method possible should be used. Under no circumstances, should the sludge sample be frozen, since it modifies the characteristics significantly.

*Note: The containers (coolers) sent from October to April must carry the label:
 "WARNING – PROTECT AGAINST FREEZING" on the packing.*
Adequate precautions should be taken to avoid leakage during transportation.
We will not assume damages caused from leaky shipments.
3. Quantity
A representative 1/2 gallon (2 liters) sample is generally enough to perform the necessary lab analysis.
4. Destination
Fournier Industries inc.
*(Attention: Mr. Francis Caouette)*
3787, West Frontenac blvd
Thetford Mines (Quebec), Canada, G6H 2B5
5. Transport Company:
	1. Please use the following carrier:
		1. "Purolator" or "Dicom" if the sample comes from Canada; or
		2. "UPS" or "FedEx" if sample comes from the United States; or
		3. "DHL Express" or "FedEx" if sample comes from other countries.

Note: The lab testing is free of charge, but shipping and custom clearing costs will be at client's expenses.

* 1. Very important: For USA and other countries:
		1. Please select the Classification no. associated with the commercial invoice enclosed in page 3.

- No. 3825.69.0000 for industrial sludge; or

- No. 3825.20.0000 if municipal sludge

* + 1. To be cleared through:
			1. UPS or FedEx - from United States; or
			2. Axxess International - from other countries.
1. Hazardous sludges

 Sludge samples of a hazardous nature will be returned to you for adequate disposal. These sludges should be accompanied by proper documentation (such as a material safety data sheet) to identify the components and the dangers.

SLUDGE DATA SHEET

|  |  |  |
| --- | --- | --- |
| *Please complete this sheet and return it with your sludge sample.**The fields with asterisk ( \* ) must be absolutely completed.* | Date: |       |
|  |  |  |
| 1. General Information |
| Company's Name: | \* |       | Project Name: | \* |       |
| Address: | \* |       | Contact: | \* |       |
| Street: | \* |       | Title: | \* |       |
| City: | \* |       | Phone: | \* |       |
| State: | \* |       | Fax: | \* |       |
| Postal Code – Zip: | \* |       | E-Mail: | \* |       |
|  |  |
| 2. Characteristics |
| \* | a) | Sludge from:  |
|  | [ ]  | Municipal | [ ]  | Industrial | [ ]  | Pulp and Paper |
|  | [ ]  | Other |       |
|  |
| \* | b) | Type of treatment: (Mark all which apply, and include a flow sheet or a sketch of process diagram). |
|  |  | Chemicophysical |  | Biological |  | Sludge |
|  | [ ]  | Primary Clarifier | [ ]  | Septic Tank | [ ]  | Mixed in a holding tank |
|  | [ ]  | Secondary Clarifier | [ ]  | Oxidation Ditch | [ ]  | Thickened by gravity |
|  | [ ]  | Filtration | [ ]  | Bio-Disc | [ ]  | Belt thickener |
|  | [ ]  | Sand and Grit removal | [ ]  | SBR | [ ]  | Aerobic digestion |
|  | [ ]  | Grease removal | [ ]  | Activated sludge | [ ]  | Anaerobic digestion |
|  |  |  | [ ]  | MBBR | Retention time: |       |
|  | Other: |       | Other: |       | Other: |       |
|  |
|  | c) | Sludge dewatering: |
| \* | * TS:
 | Average: |       | % |
|  | * TSS:
 | Average: |       | % |
|   | * pH:
 |       |  |
| \* | * Amount of sludge to be dewatered:
 |       | [ ]  gallons per week or [ ]  m3 per week |
|  | * Dry tons per week:
 | Current Av.: |       | Peak:  |       |  |
| \* | * Number of days of operation/week:
 |       | days | \* | Number of hours of operation/day: |       | hours |
|  | * Minimum capture rate desired:
 |       | % | Cake dryness desired: |       | % |
|  | * Cake disposal:
 | [ ]  Landfill | [ ]  Incineration | [ ]  Fertilizer |
|  | * + Other (Description):
 |       |  |
|  |
| 3. Is this? |
| * + A new installation?
 | Yes [ ]  No [ ]  | * + Current equipment?
 |       |
| * + A replacement of existing equipment?
 | Yes [ ]  No [ ]  | * + Current dryness?
 |       |
| * + Reason of inquiry?
 |       | * + Current capture rate?
 |       |
| * + Other technologies considered?
 |       | * + When do you expect to complete design/purchase?
 |       |
|  |  |
| 4. Is the addition of polymer and/or filtering aid necessary? Yes [ ]  No [ ]  |
| * + Type of polymer:
 | Please include a sample if possible.      | * + Dosage
 |       | [ ]  lbs/dry ton or [ ]  kg/dry ton solids |
| * + Concentration (%):
 |       | * + Polymer sample included:
 | [ ]  Yes [ ]  No |
|  |  |
| 5. Health and Safety: |
| * Are these solids/liquids considered dangerous?
 | [ ]  Yes [ ]  No |
| * Has a material safety data sheet been included?
 | [ ]  Yes [ ]  No |
| By: |       |  |
|  | (Print name) |  |
| ATTENTION: Don't forget to include with your shipping a "COMMERCIAL INVOICE" (3 copies) for the Canadian Customs. You will find enclosed an example in annex. |

COMMERCIAL INVOICE

|  |  |
| --- | --- |
| Date: |       |

|  |  |  |
| --- | --- | --- |
| Sender: |  | Receiver: |
| General information: |  |
| Company's Name: |       | FOURNIER INDUSTRIES INC. |
| Address: |       | 3787 West Frontenac blvd |
| Street: |       | Thetford Mines (Quebec) Canada |
| City: |       | G6H 2B5 |
| Postal Code – Zip: |       |  |
| State: |       | Att'n: Mr. Francis Caouette |
|  |  | Phone: (418) 423-4241 Ext. 3358 |
| Contact: |       |  | Fax: (418) 423-7366 |
| Mobile: |       |  | E-Mail: f.caouette@fournierindustries.com |
| Phone: |       |  |  |
| Fax: |       |  |
| E-Mail: |       |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| Packing List No.: |       |
| Type of shipping: | Inert sludge sample for analysis  |
| Classification No.: | Check the appropriate box: | [ ]  No. 3825.69.0000 if industrial sludge;  or[ ]  No. 3825.20.0000 if municipal sludge |
| Quantity: |       | [ ]  gallons or [ ]  liters |
| Weight: |       | [ ]  lbs or [ ]  kg |
| Value for customs: | 10 | US $ | 10 | CA $ |       | Other |

|  |  |
| --- | --- |
| Notes: |       |
|  |       |
|  |       |

|  |  |
| --- | --- |
| By: |       |
|  | (Print Name) |