



Sampling Procedure

- 1) Label and organize the sample bottle (s).
- 2) Complete the Analysis Request Form in its entirety.
- 3) Complete the Sample Bottle Label.
- 4) Retrieve and fill the bottle (s) with at least 4-6 ounces of fluid. Try to gather a representative sample of the system following these guidelines.
 - a. The system containing the fluid should be circulated for 12 to 24 hours prior to pulling a sample. If the system is not in operation, it should be well mixed. Agitation of convectively circulated systems is recommended.
 - b. The sample collection point should be from the main loop (the center of the heater for line heaters). A stainless steel quill is recommended. Solids that are sitting in a pipe or bottom of a water bath heater may give an erroneous impression as to the condition of the coolant and/or system being tested. Flush an adequate amount of coolant through the sampling point so that the sample is representative of the entire system.
 - c. For glycol/amine absorption systems, lean and rich samples are necessary for proper system evaluation. The lean sample can be obtained downstream of the reboiler, or upstream of the contact tower, depending on the system design. The rich sample should be taken downstream of the contact tower, or upstream of the still column. Be sure to identify the samples as lean or rich in the sample ID.
- 5) Close the bottle caps tightly and seal with an appropriate tape.
- 6) Place the sample bottle (s) in the a zip lock plastic bag and place them in a box and surround each with shredded paper, or an absorbent if available. Include the completed Analysis Request Form in the box with the sample(s).
- 7) Ship the sample (s) to Thermal Fluid Laboratories - 305 Nebraska Avenue - South Houston, TX 77587
- 8) Samples containing ethylene, propylene, or triethylene glycol can be shipped via UPS or Federal Express.
- 9) Allow 3 to 5 business days for the lab to receive your sample and an additional 5 to 7 business days for the tests to be completed.
- 10) If you have any questions please call the technical sales department at Thermal Fluid Technologies: 803-324-7150. If necessary, leave a detailed message and one of our technical sales representatives will get back to you as soon as possible.