SAMPLING REPORT AI PP no. 000 Date 00/00/2024

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| --- |
| I Analysible object |
|  Object (find):

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Site and year | Object number | Description and details of the object | Box No. |
| 1 |  |  |  |  |
| 2 |  |  |  |  |

Institution of object holder: Archaeological Research Collection, Tallinn UniversityPerson in charge of the collection: Heikki Pauts, senior treasurer, heikki.pauts@tlu.eeDescription and state of the object before sampling:

|  |  |
| --- | --- |
| 1) entire object is going for analysis (add a photo of the object at the end of this document) | [ ] \* |
| 2) a sample is taken from an intact object (add photos before and after sampling) | [ ]  |
| 3) an intact object goes to the laboratory, where the sample will be taken\*\* (add a before-sampling-photo, if possible, also after-sampling-photo) | [ ]  |

 \* tick the appropriate box for selection 🗷 \*\* if (3), then the object will be returned to the holder institution on \_\_\_\_\_\_\_\_ 202\_\_, loan contract \_\_\_\_\_\_\_\_ |
| II Purpose of sampling and analysis  |
| Name, occupation, institution and tel. no./e-mail of person in charge of sampling and/or object delivery: If the analysis is related to the research project, the name and number of the project: For which analysis is the sample taken: Name, occupation, institution and tel. no. /e-mail of person in charge of analysis: Name of the Laboratory: Expected result and purpose of the analysis: Expected time of analysis results: The first publishing rights of the analysis results (who will be authors etc.): The time of submission of the analysis results report (laboratory report or information about successful/failed samples) to the institution: In case of incompletion of analysis, when the sample will be returned to the collection holder:   |
| III Description of the sampling process and restoration of the object |
| Describe shortly the process of sampling and used devices: Describe the process of restoration of an object or mention if a whole object was used for analysis:  |
| IV Obligations and signatures |
| 1. Person in charge of the collection:

I agree to provide an object/sample for analysis and, if necessary, support the object with background data. Upon receipt of the analysis report at the institution holding the object, I undertake to comply with the first publishing right, which is fixed in this protocol. (name, signature, date)1. Sampler:

I undertake to follow the most sustainable sampling methodologies and to restore the object if it was damaged during sampling and this is required by the person responsible for holding the object.(name, signature, date)1. Person in charge of the analysis:

I undertake to do everything up to me to ensure that the analysis is carried out within the optimal time or, otherwise, the sample is returned by the above-mentioned date, as well as to send a report of the analysis results to the object holder’s institution.(name, signature, date)  |

Photos of the analysible object (find):

|  |  |  |
| --- | --- | --- |
| Object No | Photo before sampling | Photo after sampling |
| Object 1 |  |  |
| Object 2 |  |  |