Shipping Soil Sample Helpful Hints

1) Fill out submission sheet. Ensure contact name on sheet and sample boxes are the same. Ensure sample names on sheet and boxes match.

2) If paying by check, staple check to sheet. Make check payable to “University of Tennessee”. If paying online, write online order number on sheet.

3) Place boxes and submission sheet in shipping box. Ensure submission sheet is easily found but not directly beneath the seams as we cut the shipping boxes open. **DO NOT PUT SUBMISSION SHEET IN SOIL SAMPLE BOX!**

4) Ship to: Soil, Plant & Pest Center | 5201 Marchant Dr. | Nashville, TN 37211