



# SDSU SEED TESTING LAB

Member: Association of Official Seed Analysts/Society of Commercial Seed Technologists  
USDA Accredited Seed Laboratory

## ACCOUNT SETUP – Service samples (non-certified)

### INFORMATION TO BE DISPLAYED ON ACCOUNTS/REPORTS/INVOICES

NAME/COMPANY:

ATTENTION:

ADDRESS:

TELEPHONE:

CELL PHONE:

EMAIL(S):

### ACCOUNTS PAYABLE:

ADDRESS:

EMAIL:

### PLEASE SELECT ALL CONTACT OPTIONS YOU WOULD LIKE BELOW:

- Emailed sample received notification:** Our program will generate an email for each sample received with our sample number, seed information, test(s) requested and date received.
- Emailed reports:** You will receive interim reports and final reports via email.
- Mailed reports:** We will mail a hard copy of all interim and final reports on official letterhead.
- Emailed statements:** Monthly statements/invoices will be sent to accounts payable email.
- Mailed statements:** Monthly hard copy of statements/invoices will be mailed to the appropriate address.
- Web Account:** Reports will be available online to view/print. To set up this account, choose a Login and Password (at least 10 characters) and the office will activate your account.

Login: \_\_\_\_\_ Password: \_\_\_\_\_

#### Contact Information:

Phone: 605-688-4589 • Email: [SDSU.SEEDLAB1@SDSTATE.EDU](mailto:SDSU.SEEDLAB1@SDSTATE.EDU)

Website: [sdstate.edu/agronomy-horticulture-plant-science/sdsu-seed-testing-lab](http://sdstate.edu/agronomy-horticulture-plant-science/sdsu-seed-testing-lab)

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