

# Instructions for COVID-19 Surface Swab Sampling

These swab samples are exclusively suitable for sampling of surfaces such as door handles, light switches, handrails, work objects, keyboard, shopping carts, packaging materials and consumer goods! They must **NOT be used for throat or nose samples of humans or animals!**

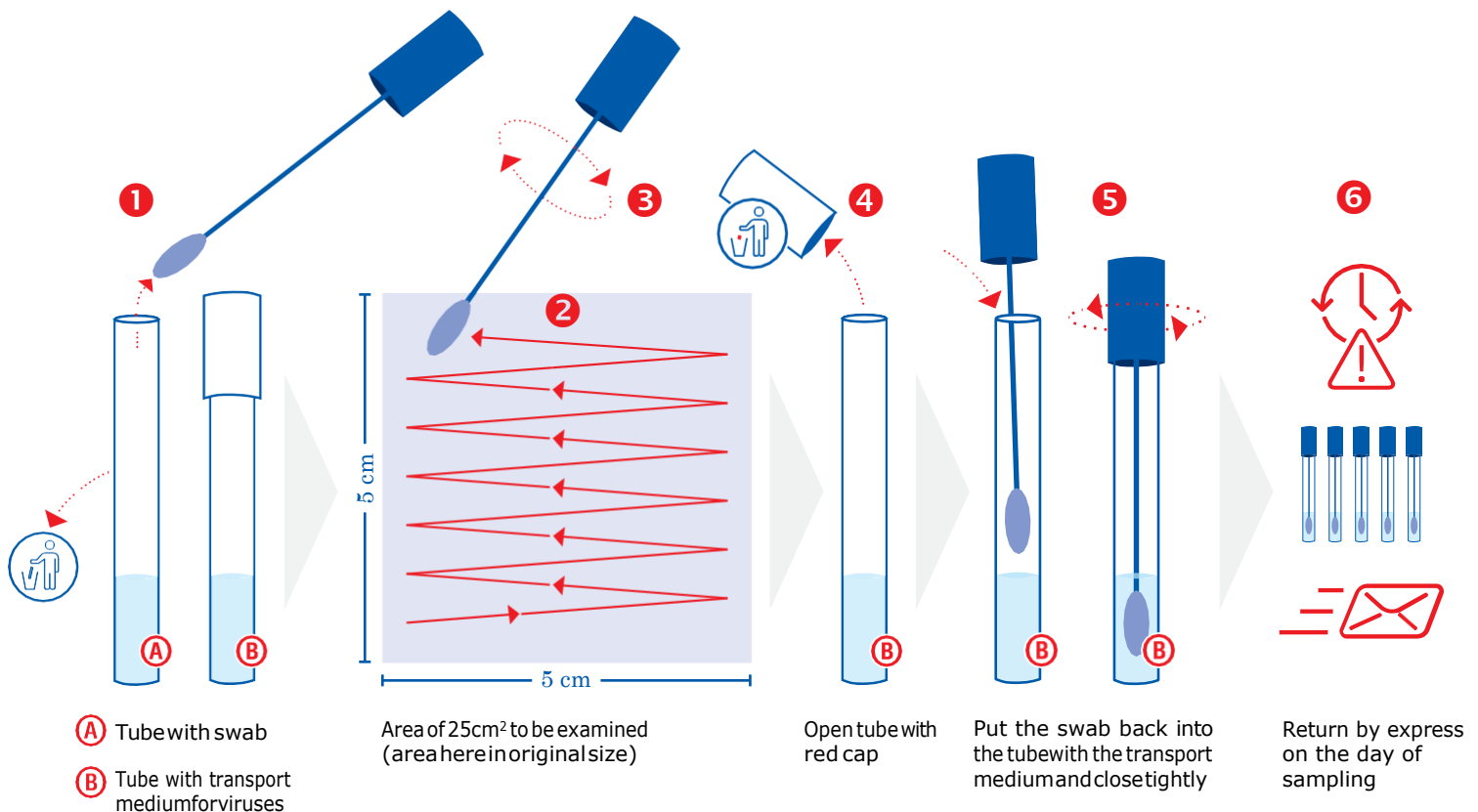
**The following points must be adhered to when performing the swab tests:**

- Clean and disinfect hands before sampling. Then put on disposable gloves. Do not touch the surface of the swab with your hands during sampling. Speaking, coughing, sneezing, and blowing your nose must also be avoided.
- Remove the swab sample from the tube (blue cap **(A)**) **1** and press the swab tip lightly against the wall of the tube.
- The swab tip is placed on the surface to be examined, spread out on an area of 25cm<sup>2</sup> **2**
- The swab is rotated with light pressure between thumb and index finger **3**
- After sampling, continue to hold the swab sample between thumb and index finger, and simultaneously unscrew the cap of the second tube (white cap **(B)**) **4**, place the swab sample into this tube and close the cap tightly **5**

**Caution: The solution in the tube with the white cap is toxic and must not come into contact with skin and mucous membranes!**

- Perform the entire sampling procedure without interruption.
- Clean and disinfect the sampled surface afterwards.
- The enclosed sample submission form must be used for the labeling the swab locations.
- The samples must be sent UNCOOLED to the laboratory by express overnight or same day delivery and must arrive at AFL by 12pm(noon) on the day after sampling **6**

Shipping to: AFL  
860 Greenview Drive  
Grand Prairie, TX 75050  
P: 972 336 0336



# Instructions & COVID-19 Sample Submission Form



When taking samples, please fill out this form and send it back to us with the samples.  
Thank you very much for your order and if you have any questions, please do not hesitate to contact us.

Date	Client Name
Address	City, State, Zip
Phone	Contact Person
	Email

- Notes on these surface investigations: ONE Swab per Location**
- It is essential that this Sample Submission Form is used for labeling the swab samples
  - Label tubes at the marked position with the red number in the left column e.g. 1, 2, 3,...
  - Store sample material at room temperature until sampling (**DO NOT FREEZE!**)
  - These swab samples are exclusively suitable for sampling surfaces such as door handles, light switches, handrails, work objects, keyboard, shopping carts, packaging materials and consumer goods! They must NOT be used for throat or nose samples of humans or animals!
  - **Caution: The solution in the tube with the white cap is toxic and must not come into contact with skin and mucous membranes!**
  - These tests are carried out in our laboratory in the non-accredited area
  - The samples must be sent UNCOOLED to the laboratory by express overnight or same day delivery and must arrive at our laboratory by 12pm (noon) on the day after sampling.

1	Location where Sample was taken
2	Location where Sample was taken
3	Location where Sample was taken
4	Location where Sample was taken
5	Location where Sample was taken
6	Location where Sample was taken
7	Location where Sample was taken
8	Location where Sample was taken
9	Location where Sample was taken
10	Location where Sample was taken
11	Location where Sample was taken
12	Location where Sample was taken
13	Location where Sample was taken
14	Location where Sample was taken
15	Location where Sample was taken
16	Location where Sample was taken

Please label the samples with the corresponding number!