

Soil Export Instructions - USA

Preparation:

1

Collect Samples:

Please refer to the provided sampling instructions for your crop (separate attachment, or included in the package)

2

Provide Metadata:

Fill out the metadata sheet (the Excel sheet will be emailed to you.) Minimum required fields:

- Sample reference (Any label/numbering system that you use internally to differentiate your samples)
- Date collected
- Crop type
- Coordinates (latitude and longitude, easy to obtain on Google Maps by dropping a pin on the block on satellite view)

3

Print All Documents (Reach out to your BMK rep for USDA permits):

- USDA PPQ 550 label(s)
- Metadata Excel sheet x 2
- USDA P330 permit x 2
- Commercial invoice

Packaging Instructions:

Once you have collected the samples and filled out the metadata sheet, assemble your samples for safe export as follows:

- Place each sample inside of the coded tube provided by Biome Makers. If you don't have a collection tube, please use a sealed bag.
- **Consolidate all individual samples in a larger waterproof sealed bag (mandatory).**
- **Failure to consolidate the samples will result in US Customs holding the shipment.**
- Add some cushion materials and an ice pack (optional but recommended)

Shipping Instructions:

Once the samples are safely packed, include the following documentations in the package as follows:

Affixed to the outside of the package:

- PPQ Label (one unique label per package, visible)
- 1st printed copy of Metadata excel sheet (in a pouch)
- 1st printed copy of the USDA permit (in a pouch)
- Commercial Invoice

Inside the package:

- Samples in tubes or sealed bags
- 2nd printed copy of Metadata excel sheet
- 2nd printed copy of the USDA permit

Shipping Label Instructions:

- Clearly identify what is being shipped (ex. **10 Soil Samples for Analysis, Not for Resale**)
- When prompted to add a Tariff/HTS Code use: **2703.00.0000**
- When generating the Commercial Invoice, please label the samples as **“No Commercial Value”**
- **Ensure all duties, taxes, and fees are delegated to the shipper and not the receiver**

Ship to: Biome Makers USA
Attn: Kim Gollmyer

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