



## SAMPLING INSTRUCTIONS

Interpretation of test data depends on the sample being taken (sampled) in the recommended manner. These notes will help to ensure that this is done. More detailed guides for specific crops are available on our website under Crop Guides. Please advise laboratory if hazardous substances possibly present in/on samples

### Feed:

1. Collect forage or silage sample representative of the feed source.
  2. Take approximately **500g-1kg** and place in Feed sample bag, seal and identify clearly with permanent marker pen.
  3. Carefully check that you have filled in the request form, then promptly despatch to the laboratory. Send samples to laboratory as soon as possible after collection, or keep chilled overnight if necessary.
- Feed quality tests will be analysed using NIRS technology with automatic test notation if statistical prediction outliers exist. Reference method (wet chemistry) tests are available upon request.

## TEST SELECTIONS

See Crop Guides on website  
[www.hill-laboratories.com](http://www.hill-laboratories.com)

**Note:** Soil and Plant testing will incur a sample preparation fee if the basic test is not requested.

### Pasture/Forage (500g minimum required)

Profile Name [Profile Code]	Tests Reported
Feed Profile [Feed]	Dry Matter, Crude Protein, Acid Detergent Fibre (ADF), Neutral Detergent Fibre (NDF), Lignin, Soluble Sugars, Starch, Ash, Crude Fat, Digestibility (DOMD) and Metabolisable Energy (ME)
Feed + Majors Profile [FeedMaj]	Feed + Phosphorus, Sulphur, Calcium, Magnesium, Potassium, Sodium and Chloride
Extended Feed Profile [ExtFed]	Feed + Mixed Pasture Profile
Dry Matter, CP + ME [DMME]	Dry Matter, Crude Protein and Metabolisable Energy (ME)
Mixed Pasture Profile [MPast]	Nitrogen, Phosphorus, Sulphur, Potassium, Calcium, Magnesium, Sodium, Iron, Manganese, Copper, Zinc, Boron, Molybdenum, Cobalt, Selenium, Chloride, Crude Protein and Metabolisable Energy (ME)
Complete Pasture Profile (herbage plus clover only) [CPP]	Pasture = Mixed Pasture Profile PLUS Clover = Nitrogen, Phosphorus, Sulphur, Potassium, Calcium, Magnesium, Sodium, Iron, Manganese, Copper, Zinc, Boron, Molybdenum
Additional tests	e.g. Nitrate-N, Iodine, DCAD, Soluble Sugars, Starch, Crude Protein, Lignin

### Silages (1kg minimum required)

Profile Name [Profile Code]	Tests Reported
Silage Profile (fermented forage only) [Silage]	Dry Matter, Crude Protein, Soluble Sugars, Starch, Ash, Acid Detergent Fibre (ADF), Neutral Detergent Fibre (NDF), Lignin, Crude Fat, Digestibility (DOMD), Metabolisable Energy (ME), pH and Ammonium N (as % Total N) and Lactic Acid
Extended Silage Profile (fermented forage only) [ExtSil]	Silage Profile + Nitrogen, Phosphorus, Sulphur, Potassium, Calcium, Magnesium, Sodium, Chloride, Iron, Manganese, Copper, Zinc, Boron, Molybdenum, Cobalt, Selenium
Silage + Volatile Fatty Acid Profile [SilageVFA]	Silage Profile + Acetic, Butyric, Propionic and Formic Acids
Dry Matter, CP + ME [DMME]	Dry Matter, Crude Protein and Metabolisable Energy (ME)

### Other Tests (500g minimum required)

Dry Matter only [DM]	All Feeds
Compound Feed Profile – Grains & Concentrates e.g pellets, meals, grain, some food wastes. May not be available on all feedstuffs. Specifically excludes PKE, Copra and liquid samples. [CpdFeed]	Dry Matter, Crude Protein, Ash, ADF, NDF, Soluble Sugars, Starch, Crude Fat, DOMD, ME. Wet Chemistry testing for Compound Feeds can be requested instead of NIR, at an additional cost. <b>Please contact the laboratory to confirm suitability of tests for sample type.</b>
Additional tests	Starch, Crude Fat, Chloride, Lignin

## TERMS OF TRADE

The following terms and conditions apply for work done by R J Hill Laboratories Limited (henceforth referred to as "Hills"), unless otherwise arranged by the management.

#### Invoices

- An invoice detailing the charges for work undertaken will be forwarded by Hills with the results
- A monthly statement issued detailing all transactions up to month end, showing any amount due for payment
- Hills reserve the right to charge the customer for any bank charges associated with processing their payment (e.g. foreign exchange charges, dishonoured cheques, etc)

#### Payments

- Payment to be made in NZ \$ for the amount invoiced
- Payment to Hills is due within 7 days of date of invoice for casual customers
- Full payment to Hills is due by the 20th of the month following date of invoice for customers with approved credit
- Hills may take immediate action to recover overdue debt in the event of the following occurring:
  - (a) The customer is in default under any agreement with Hills
  - (b) The customer commits an act of insolvency or bankruptcy

#### New Customers

- Hills reserves the right to require payment in advance for any work to be done and/or require the customer to fill in a credit application form prior to information being released

#### Requests to invoice another customer/entity

- Hills will:
- Not release results until both customer and third party have signed an approval form for re-invoicing to occur
  - Charge a \$25 plus GST re-invoicing fee to the customer

#### Overdue Accounts

- If an account is overdue, Hills reserves the right to:
- Withhold results until payment is received
  - Charge interest on overdue accounts at the rate of 1.5% per month from the due date until payment
  - Recover from the customer any debt collection charges including commission from Debt Collection Agencies

#### Poor Account History

- Hills reserves the right to:
- Require payment prior to release of results
  - Refuse to undertake any further work without pre-payment
  - Withdraw any special discounts or arrangements

#### Data Release Policy

- The party who has paid Hills for the analysis has the primary right to a copy of the results of that analysis. Hills will retain a copy of all analytical results on its database and reserves the right to use those results for the development and continuous improvement of its own business. For further detail on Hills policy on the release of data, refer to our Data Release Policy document KB 28309.

#### Delivery

- If Hills is unable to deliver the results or perform a service because of any cause beyond its control (including any force majeure event), it may suspend delivery or cancel the customer's order without incurring any liability for loss or damage suffered by the customer
- Delivery of results shall be deemed to be made to the customer when the results are first dispatched from Hills in Hamilton, or collected by the customer or the customer's agent. All carriers, including couriers, are deemed to be agents of the customer

#### Warranties and Conditions

- If Hills shall be under any liability whatsoever to the customer then, whether such liability be in contract, tort (including negligence and personal injury), or otherwise and notwithstanding any relief or remedy to which the customer may be entitled to under the Contractual Remedies Act 1979 or at law or in equity, such liability shall be limited to the price at which the goods or services are supplied to the customer
- Under no circumstances will Hills be liable for any financial or economic loss or consequential loss of any kind whatsoever

#### Privacy

- The customer agrees that Hills may obtain information about the customer from any person (including any Collection Agency), for any purpose being in the course of Hills business, including credit assessment and debt collecting and the customer consents to any person providing Hills with such information
- The customer agrees that Hills may use for lawful purposes any information it has about the customer relating to the customer's creditworthiness for lawful purposes

#### Jurisdiction

- In the event of a dispute arising between Hills and the customer, such dispute shall be governed by New Zealand Law and the place of any hearing shall be Hamilton, New Zealand