

STATE OF ALASKA

DEPT. OF ENVIRONMENTAL CONSERVATION
DIVISION OF ENVIRONMENTAL HEALTH
ENVIRONMENTAL HEALTH LABORATORY

SEAN PARNELL, GOVERNOR

5251 Dr. Martin Luther King Jr. Ave
Anchorage, AK 99507-1293
Phone: (907) 375-8200 Fax: (907) 929-7335
<http://dec.alaska.gov/>

Shipping Notification Requirements for Sample Submission

Effective July 1, 2011

Reminders!

- ✓ All samples submitted to the EH Lab are received by laboratory technicians within the Lab's Shipping & Receiving department. Our technicians require the following information as soon as your samples are shipped so they may arrange for courier pick-up and delivery to the lab:
 - Date shipped
 - Your name and contact telephone number
 - Number of pieces
 - Content of shipment
 - Test(s) requested
 - Freight carrier
 - Name of carrier
 - The waybill number (or other carrier tracking number)
 - Flight number, if available
 - Date delivery is expected, FOB Anchorage
- ✓ Please notify EHL Shipping & Receiving by phone, (907) 375-8231, or email the above information to: DEC.EH-Lab-ShippingReceiving@alaska.gov.
- *NOTE* this phone is not staffed 24 hours a day; please leave a detailed message.
- ✓ Address all sample shipping labels as follows:

**ADEC – EH Laboratory
ATTN: Eagle Express Courier
5251 Dr Martin Luther King Jr Ave
(or 5251 Dr MLK Jr Ave)
Anchorage, AK 99507-1293
NOA 227-8444**

New Courier

Eagle Express Courier & Freight Services is now handling courier services for the EH Laboratory. For courier notifications, please call Eagle Express Courier at 227-8444 or email dte_hobson@yahoo.com. For issues requiring a prompt response, please call, as email may not be immediately checked.

If you send your samples via FedEx or UPS, please disregard the new courier portion of this notice.

Thank you in advance for your cooperation,

EHL Staff

