Welcome to SJ Labs and Analytics, LLC!

Please review the attached pages, fill out the required forms, and send the completed copies to:
info@sjlabsandanalytics.com

SJ Labs and Analytics, LLC
2525 2nd St,
Macon, GA 31206

Steps for Success

Step 1: lease Review this Information Booklet for an overview of available tests and pricing.

Step 2: Complete the New Client Information form online here.

Step 3: Once your company's information has been submitted, all listed contacts will receive an email from a Qbench email address containing a link. This link will enable the contacts to create a personalized login for the Customer Portal. If the email does not appear in your inbox, please check your spam folder. The link will be valid for 24 hours and can be resent if necessary.

Step 4: Kindly send your samples according to the instructions outlined in the Mailing Instructions document located near the last page of this booklet.

Step 5: We encourage you to regularly check your Customer Portal for updates regarding your order.

Step 6: Please ensure that your invoice is paid. Following the completion of testing and receipt of payment, your results will be released in the Customer Portal.

If you have further questions, or would like more information please call SJ Labs at (478) 259-7564 or send an email to info@sjlabsandanalytics.com.

SJ Labs & Analytics

Compliance Panels

Flower Compliance $390

Standard 12 Potency

Pesticides	General Micro
Mycotoxins	Foreign Materials

Alabama Compliance Panel $500

Standard 12 Potency

Pesticides	Heavy Metals
Mycotoxins	Residual Solvents
General Micro	Foreign Materials

Terpenes

Georgia Compliance Panels

Basic $450

Standard 12 Potency

Pesticides	Heavy Metals
Mycotoxins	Residual Solvents
General Micro	Foreign Materials

Extended $475

Extended 20 Potency

Pesticides	Heavy Metals
Mycotoxins	Residual Solvents
General Micro	Foreign Materials

Florida Compliance Panels

Basic $475

Standard 12 Potency

Pesticides	Heavy Metals
Mycotoxins	Residual Solvents
General Micro	Foreign Materials

Vape Contaminants

Extended $490

Extended 20 Potency

Pesticides	Heavy Metals
Mycotoxins	Residual Solvents
General Micro	Foreign Materials

Vape Contaminants

Southeast Region Compliance Package $520

Potency	General Micro
Pesticides	Residual Solvents
Mycotoxins	Vape Contaminants
Terpenes	Foreign Materials

Labs & Analytics

Potency

Cannabinoids included with each potency test are shown below.
The Extended Cannabinoid Panel **must** be used for Isomers.

Standard 12 Potency Cannabinoid Panel	
CBD	CBC
CBDA	CBCA
CBDV	D-9 THC
CBG	THCA
CBGA	D-8 THC*
CBN	THCV

*natural derivatives only

Extended 20 Potency Cannabinoid Panel	
CBD	D-9 THC
CBDA	THCA
CBDV	D-8 THC
CBDVA	D-10 s&r THC
CBG	THCp
CBGA	THCV
CBN	THCVA
CBNA	exo-THC
CBC	HHC-s&r
CBCA	THCO

Hemp Pricing

Standard 12 Potency Cannabinoid	
Plant Material	$65
Tincute/Oil	$65
Concentrate**	$75
Infused***	$85

Extended 20 Potency Cannabinoid	
Plant Material	$78
Tincute/Oil	$78
Concentrate**	$90
Infused***	$102

**Concentrates: vape pen, wax, etc.
***Infused: anything edible or topical

SJ Labs & Analytics

à la carte services

Service	Price
General Micro	$90
Pathogentic Tier 1 Micro	$75
Residual Solvents	$90
Terpenes	$90
Heavy Metals	$120
Mycotoxins	$120
Pesticides	$160
Foreign Materials	$15
Nutrient Test	$25
Specializd Methods *price depends on supply cost and work hours	$1,000
Consulting	$250
Clone Tests	$10
Weight	$25
Synthetic Cannabinoids	$150
Drugs of Abuse	$150

SJ Labs & Analytics

Testing Request Form

Client Company Name: .....

.....

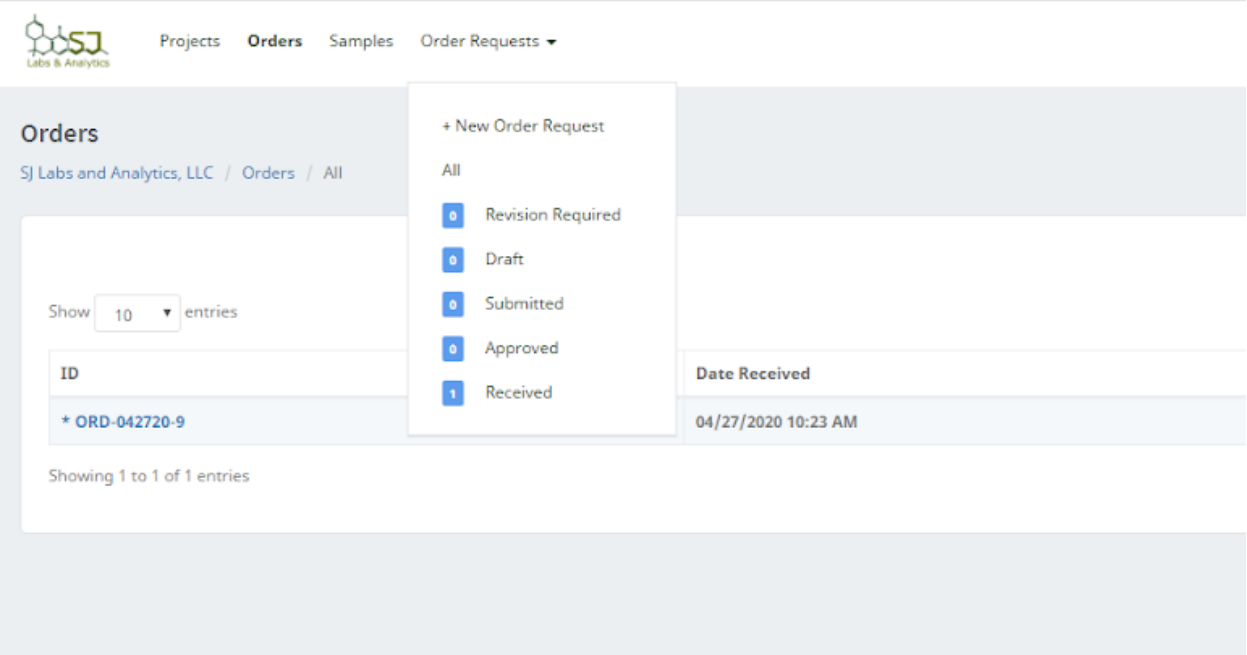
Test Number		Sample Name and Matrix (i.e. plant material, concentrate, infused or tincture)	Test Number
1A. Standard 12 Potency*		Sample Name:	
2B. Extended 20 Cannabinoid Panel		Matrix: Target MG:	
3C. Pesticides	$160		
4D. Mycotoxin	$120	Sample Name:	
5E. Gen Microbial	$60	Matrix: Target MG:	
6F. Path 1 Microbial	$75		
7G. Terpenes	$90		
8H. Heavy Metals	$120	Sample Name:	
9I. Residual Solvents	$90	Matrix: Target MG:	
10J. Full Panel			
1A.*CBD, CBDA, CBDV, CBG, CBGA, CBN, CBC, CBCA, D-9, THCA, THCV D-8 (natural) 2B.** Includes all cannabinoids from 1A & CBNA, D-8, D-10-r&s, THCp, THCVA, exo-THC, HHC-r&s, THCO		Sample Name:	
Pricing varies by matrix for potency and full panels		Matrix: Target MG:	
Payment Information (circle one)		Sample Name:	
Invoice Card on File New Card		Matrix: Target MG:	
Name on Card			
Card Number Exp.		Special Instructions (Please note, some requests may incur additional charges)	
Address on Card			

Relinquished by: _____ Date: _____ Received by: _____ Date: _____

Relinquished by: _____ Date: _____ Received by: _____ Date: _____

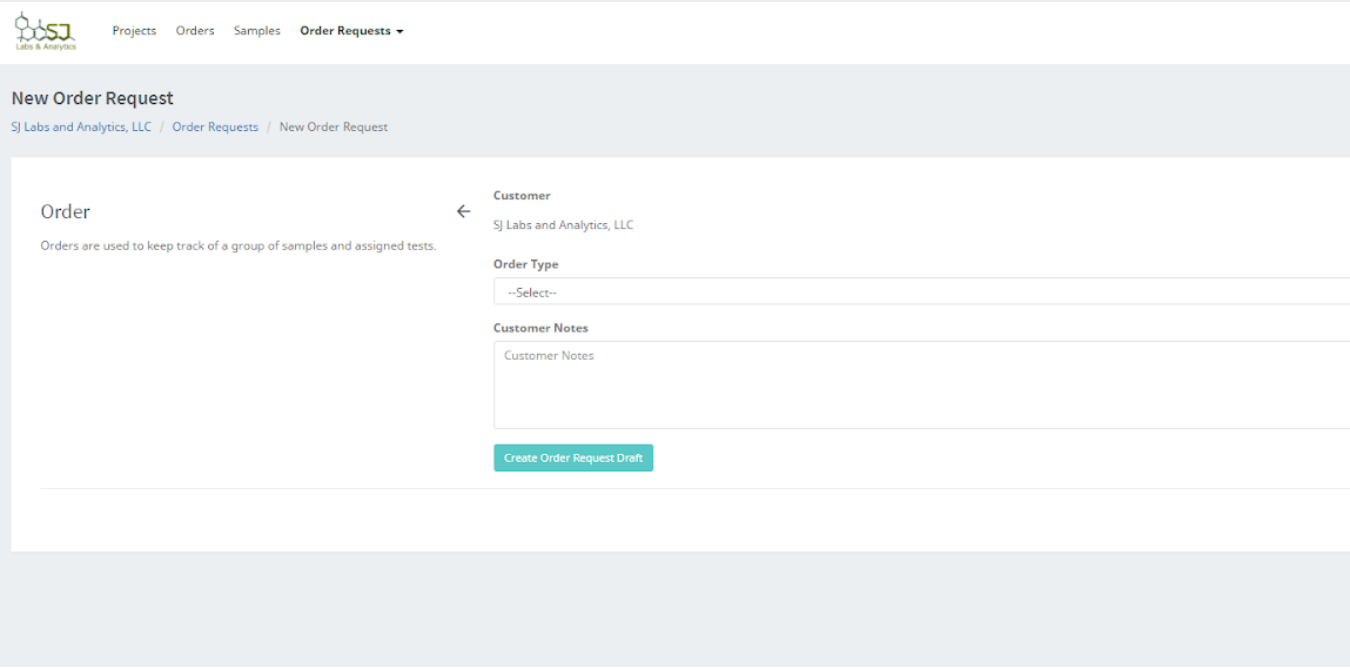
New Order Request Instructions

Go to Order Request
>>Click New Order Request



Select Order Type from Drop Down Menu

> Select Non-Compliance
> Click Create Order Request Draft

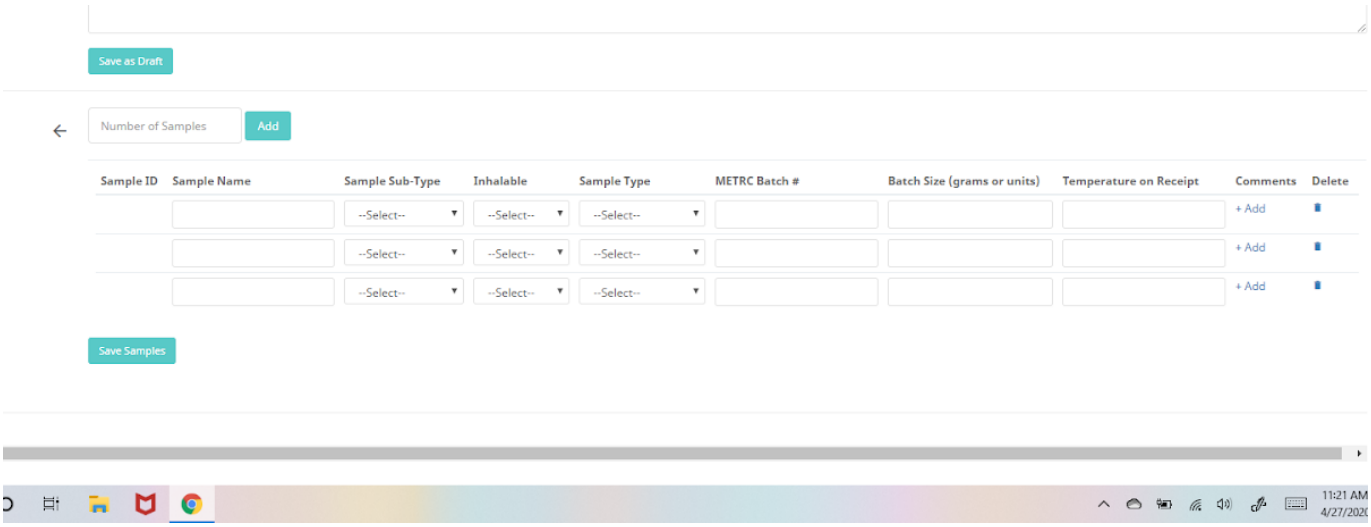


>Click "+ Add"
Enter Number of Samples
> Click "Add"

Cells will populate in accordance to the number entered

Enter Sample Information as applicable

>>Click Save Samples



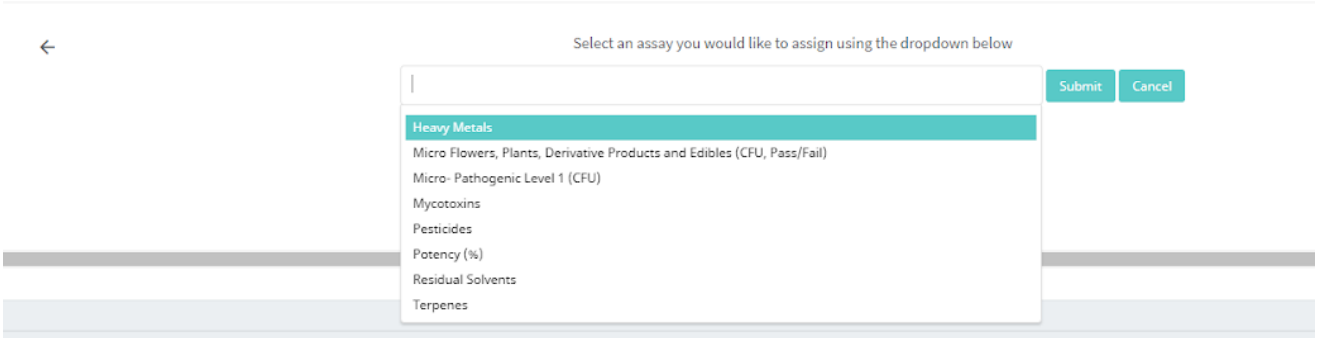
>Click Select Assays

>> Click Search Assays

A drop down menu will appear when you begin typing

Select assays need for order

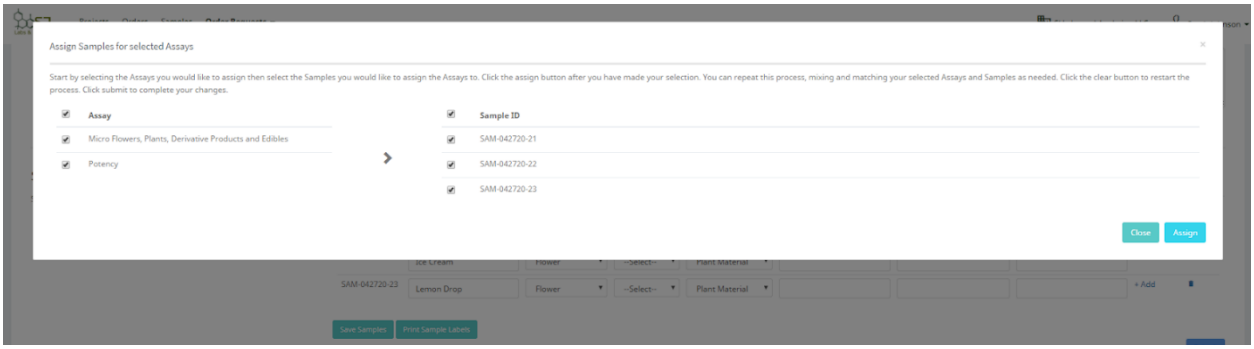
>> click submit

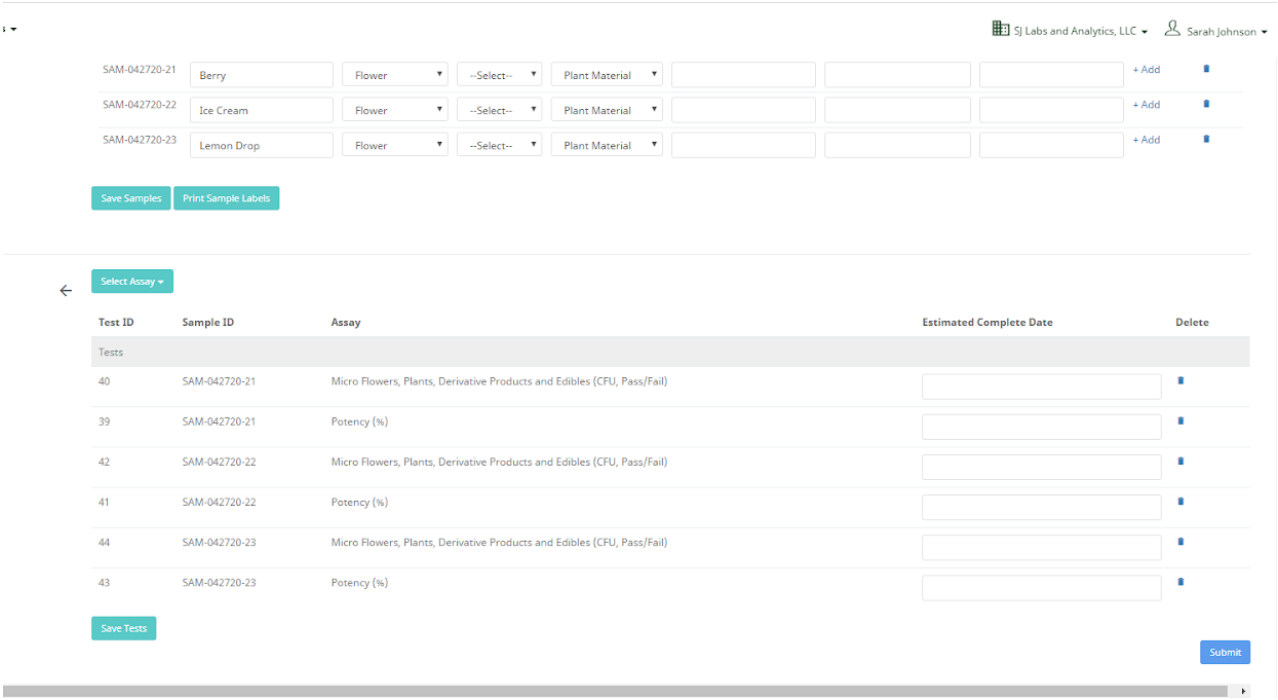


Assign Assays to Sample

> Click Assign

>> Click Submit





Test will populate

> Click Save Test

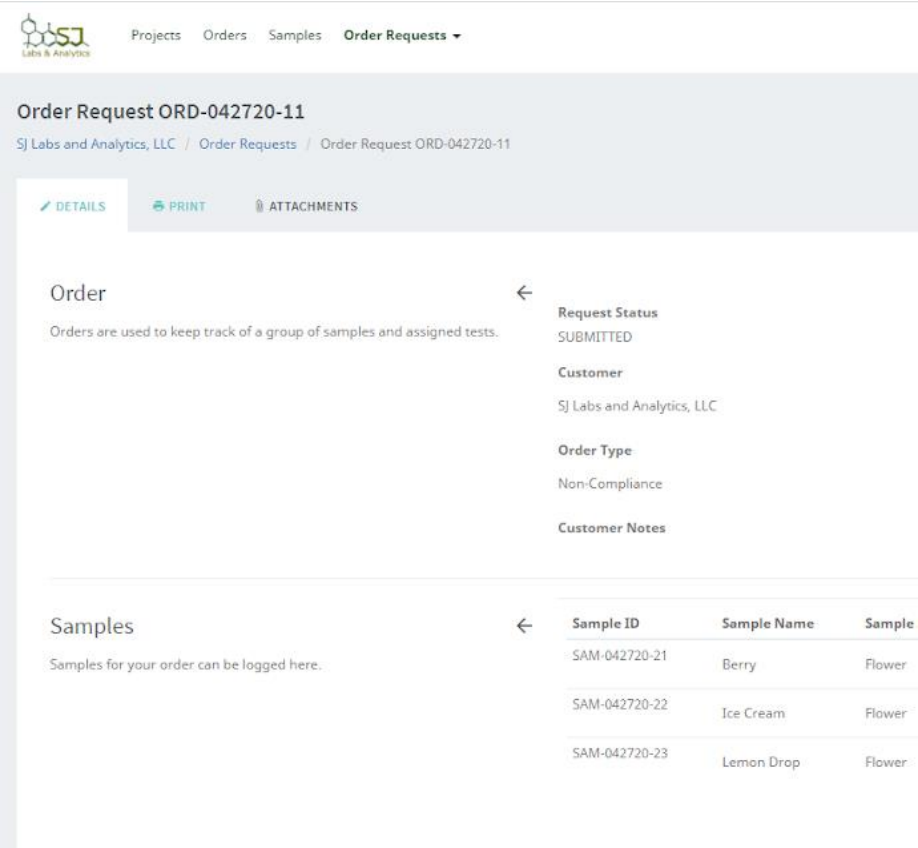
Submit Order

> Click the Blue Submit

> Click Yes on are you sure you want to submit

Once the Order is Submitted, an Order Request is generated, and a print tab will appear

>>Click Print



Under Print, Select Chain of Custody on the Drop-Down Menu

>>Click Generate

Print the Chain of custody form, and send in with samples.

Mailing Instructions

SJ Labs and Analytics, LLC
2525 2nd St,
Macon, GA 31206

Sample Prep

- Preseason samples should be an 8" cutting (or several if a large area) from near the ⅓ top of the plant
- Cured and dried samples should be representative of the final to market product lot.

Order Submissions

- If your order was submitted through the Portal, accompany the delivered samples with a signed Chain of Custody document. (see the above Order Request Instructions for how to generate and print the CoC).
- If your order was *not* submitted through the Portal, accompany the delivered samples with a completed and signed Testing Request Form.

Sample Names

- Please use different names for each sample.
- Include your target mg, and what cannabinoids are in the product in the sample description.

Sample Packaging

- Fresh Samples should be sent in paper bags or similar to avoid molding and sweating.
- Dry samples may be sent in plastic or mylar or similarly sealed packaging to avoid loss of terpenes or cannabinoid degradation.
- Place your chain of custody form and/or the completed Testing Request Form into the package with your samples.

Delivery Service Options

- Drop off samples in person to the lab.
- SJ Labs picks up samples from your location
    - Transport mileage: $1.30 per mile
    - Transport hourly: $30 per hour
- Ship samples through USPS, UPS or FedEx to:

SJ Labs and Analytics, LLC
2525 2nd St,
Macon, GA 31206

Amount of Sample Material to Send		
Fresh Plant Material		*Dry Plant Material*
Potency	8" of Stem or ~10g	All tests need 3g per test
Heavy Metals	10g	
Tinctures & Concentrates		*Infused*
All tests need 2mL per test		All tests need 5g per test
Please send whole vape		Please send 2 gummies per test

Client Service Agreement

This Contract for Services ("Contract") is made effective as of _____ ("Effective Date") by and between _____ ("Client") of _____, _____, _____ _____, and SJ Labs and Analytics, LLC (SJ Labs) ("Provider") of 2525 2nd St, Macon, Georgia 31206.

1. Description of Warranties, Representations, & Services. Beginning on the Effective Date, the Provider will provide to the Client the following services (collectively, "Services"):

1. The Provider is a Limited Liability Company duly organized, validly existing, and in good standing under the laws of Georgia.
2. The Provider is authorized to perform tests of cannabis crops/infused products/derivative products and related samples pursuant to all regulations, laws, and or requirements of the State of Georgia and is in good standing under the laws of Georgia.
3. The Provider shall perform tests and sampling of cannabis crops/infused products/derivative products and related samples and provide the Services with the highest degree of skill and care and in accordance with the best practices prevailing in the industry. The Provider acknowledges that Client strongly relies on such degree of skill and care in the performance of the services.
4. The Provider has taken all necessary actions to authorize the execution and performance of this Agreement.
5. The Provider has duly executed this Agreement, and it constitutes the Provider's legal, valid, and binding obligation. This Agreement is enforceable against the Provider in accordance with its terms.
6. The Provider's acceptance of this Agreement and the performance of the Provider's duties under this Agreement will not conflict with or result in the violation of, breach of, or default under any contract, agreement, or understanding to which the Provider is a party or is otherwise bound.
7. The Provider has sufficient equipment, personnel, and testing capacity to meet the Provider's obligations to perform Tests of cannabis crops/infused products/derivative products and related samples under this Agreement.
8. The Provider will make every effort to release reports within 10 business days beginning on the first business day following receipt and possession of a sample in the lab, unless payment terms have not been met.
9. The Provider will notify clients of delays to final reports due to equipment or other unforeseeable failures when the failure threatens to delay release of final reports.
10. The Provider will accurately report approved data and will not modify approved data, without a retest. Retested data must exceed the level of uncertainty for report to be modified. Clients will be responsible for additional cost relating to repeated data generated by a retest

Payment. The Client agrees to pay the Provider as follows:

Payment is due before the release of final reports, unless otherwise outlined in an executed and attached addendum
If any invoice is not paid when due, interest will be added to and payable on all overdue amounts at 2 percent per year, or the maximum percentage allowed under applicable Georgia laws, whichever is less.
In addition to any other right or remedy provided by law, if the Client fails to pay for the Services when due, the Provider has the option to treat such failure to pay as a material breach of this Contract and may cancel this Contract and or seek legal remedies.

3. Term. This contract remains effective for the ongoing period in which services are provided by the Provider to the client, except if/when a new agreement is executed, or written termination letter is submitted to the client.
4. Confidentiality. The Provider and its employees, agents, or representatives will not at any time or in any manner, either directly or indirectly, use for the personal benefit of the Provider or divulge, disclose, or communicate in any manner any information that is proprietary to the client. The Provider and its employees, agents, and representatives will protect such information and treat it as strictly confidential. This provision will continue to be effective after the termination of this Contract. Any oral or written waiver by the client of these confidentiality obligations which allows the Provider to disclose the Client's confidential information to a third party will be limited to a single occurrence tied to the specific information disclosed to the specific third party, and the confidentiality clause will continue to be in effect for all other occurrences.
5. Default. The occurrence of any of the following shall constitute a material default under this Contract:

1. The Provider becomes aware of business practices by the Client that are a violation of law
2. The Provider becomes aware of business practices by the Client that are unethical and or deceptive
3. The Provider becomes aware of business practices or communications by individuals within the Client's organization who have material impact on products produced for testing that is acting unethically and or deceptively and the Client fails to remedy the actions of the individual upon notification
4. Aggressive, demeaning or harassing behavior towards the Provider and or its employees
5. False or misleading representations of the Provider, individuals affiliated with the Provider, or the Provider's product by the client that could foreseeably damage the Provider's public reputation
6. Manipulating, in any way, final reports generated by the Provider
7. Excessively delinquent invoices
8. The insolvency or bankruptcy of either party
9. The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors, application, or sale for or by any creditor or government agency.
10. The subjection of any of either party's property to any levy, seizure, general assignment for the benefit of creditors, application, or sale for or by any creditor or government agency.
11. The failure to make available or deliver the Services in the time and manner provided for in this Contract

Should the Provider terminate this agreement with a client, additional testing will not occur unless and until the circumstances surrounding the termination is effectively remediated, and a new agreement executed.

6. Remedies. In addition to any and all other rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term, or condition of this Contract (including without limitation the failure to make a monetary payment when due), the other party may terminate the Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default. The party receiving such notice shall have 30 days from the effective date of such notice to cure the default(s). Unless waived in writing by a party providing notice, the failure to cure the default(s) within such time period shall result in the automatic termination of this Contract.
7. Force Majeure. If performance of this Contract or any obligation under this Contract is prevented, restricted, or interfered with by causes beyond either party's reasonable control ("Force Majeure"), and if the party who is unable to carry out its obligations and gives the other party prompt written notice of such event, then the obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, plague, epidemic, pandemic, outbreaks of infectious disease, or any other public health crisis, including quarantine or other employee restrictions, fire, explosion, vandalism, storm, or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars, or strikes, lock-outs, work stoppages or other labor disputes, or supplier failures. The excused party shall use reasonable efforts under the circumstances to avoid or remove such causes of non-performance and shall proceed to perform with reasonable dispatch whenever such causes are removed or ceased. An act or omission shall be deemed within the reasonable control of a party if committed, omitted, or caused by such party or its employees, officers, agents, or affiliates.
8. Dispute Resolution. The parties will attempt to resolve any dispute arising out of or relating to this Contract through friendly negotiations amongst the parties. If the matter is not resolved by negotiation within 30 days, the parties will resolve the dispute using the below Alternative Dispute Resolution (ADR) procedure.
Any controversies or disputes arising out of or relating to this Contract will be resolved by binding arbitration under the rules of the American Arbitration Association. The arbitrator's award will be final, and judgment may be entered upon it by any court having proper jurisdiction.

9. Entire Agreement. This Contract contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement, whether oral or written, concerning the subject matter of this Contract. This Contract supersedes any prior written or oral agreements between the parties.
10. Severability. If any provision of this Contract will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable but that by limiting such provision, it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.
11. Amendment. This Contract may be modified or amended if the amendment is made in writing and is signed by both parties.
12. Governing Law. This Contract shall be construed in accordance with the laws of Georgia.
13. Notice. Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.
14. Waiver of Contractual Right. The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.
15. Attorney's Fees and Collection Costs. If there is dispute relating to any provisions in this Contract, the prevailing party is entitled to, and the non-prevailing party shall pay, the costs and expenses incurred by the prevailing party in the dispute, including but not limited to all out-of-pocket costs of collection, court costs, and reasonable attorney fees and expenses.
16. Construction and Interpretation. The rule requiring construction or interpretation against the drafter is waived. The document shall be deemed as if it were drafted by both parties in a mutual effort.
17. Assignment. Neither party may assign or transfer this Contract without the prior written consent of the non-assigning party, whose consent shall not be unreasonably withheld.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their duly authorized representatives as of the date first above written.

The Client:

By: _____

Date: _____

The Provider:
SJ Labs and Analytics, LLC (SJ Labs)

By: _____

Date: _____