

New Zealand Arthropod Collection (NZAC)

Ko te Aitanga Pepeke o Aotearoa



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Part A) Diagnostic Request Form

To be completed by Client

Name:

Your reference number:

Contact details:

Please fill in the following information (as relevant)

What taxonomic order do the specimens belong to: (if known)	Approx. number of specimens
Status of specimens (in ethanol – card mounted – point mounted – slide)	
Identification level requested	
Information requested e.g. Presence and distribution in New Zealand; Biostatus – Native, Introduced; Nomenclature check; other	
Other requests e.g. Digital images (Automontage); Specimen cataloguing and electronic databasing; Risk assessment if introduced; other	
Please send this electronically to: Darren Ward - Diagnostics Services Manager (NZAC) NZAC@landcareresearch.co.nz	

Part B) Costs and Tracking

To be completed by Diagnostics Services Manager

Date Diagnostic Request Form received:
Costs and tracking completed by:
Diagnostic Request Number:
Your request has been evaluated. The charge for the work will be: \$

Part C) Acceptance

To be completed by Client

I wish to proceed with the request	Yes	No
Please invoice to the address above (in Part A)	Yes	No
I enclose cheque/money order/purchase order payable to: Landcare Research NZ Ltd	Yes	No
If accepted please send material to: (please enclose this form with material)	Grace Hall Landcare Research, Private Bag 92170, Auckland 1142	

Part D) Identification Report

To be completed by NZAC Staff

Date material received:	
Date specimens sent to NZAC staff:	

Identification made by:

Identification details: (please see Part A to ensure client request is met)

The person making the identification should be acknowledged in any publication in which these determinations are used.

While all reasonable care is taken to ensure the accuracy and reliability of an identification, no liability can be accepted by Landcare Research NZ Ltd, its members, staff, or agents in respect of any loss, damage, or injury (whether fatal or otherwise), howsoever caused, which may be suffered as a result of the identification report.



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PROUD CUSTODIAN OF NATIONALLY SIGNIFICANT BIOLOGICAL COLLECTIONS AND DATABASES

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