



**MDPTC LAB SERVICES  
MINERAL WELLS, TX**

**GUIDELINES FOR SENDING SPENT FILTER SAMPLES TO LAB**

Packing and shipping of a spent filter largely depends on what type of service it came out of, but here are some guidelines that may help.

1. If filter is dripping wet, allow it to drain.
2. For a PGC, please send the center seal including at least 6" from each side (stage) for an approximate 12" L total piece. It is not always necessary to send in the entire cartridge (especially if 73" or longer); however, that is dependent on the reason for requesting cartridge analysis.
3. Wrap filter in a couple of trash bags, putting some absorbent pads between 2 of the bags in case of leakage through bags (which often happens due to compatibility of the liquid and the plastic bags).
4. Don't put the pads inside directly next to the filter and don't use any of the vermiculite type absorbent particulate – fibers from the pads and particulate will cross contaminate the sample.
5. Securely pack wrapped filter into box and ensure it doesn't "rattle" around in a loose box – add a few more absorbent pads if filter was wet.
6. Tape box well.
7. If Iron Sulfides are present, then please make sure there is no continuing exothermic reaction when exposed to oxygen and if needed spray/pour water on the filter or dip it in the water and let it drain a bit prior to wrapping it. Then wrap filter with plastic wrap, completely encapsulating it to not allow any further oxygen exposure.
8. Include a copy of a completed Lab Test Request form.
9. Include SDS for the base liquid.
10. Ship samples via FedEx, UPS, DHL to: (do not send via US Post Office)

Parker Hannifin Corporation  
MDPTC Lab Services  
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If you need a blank request form or have any questions, contact your Territory Manager or send an email to me.

Thank you.

Jan Dodson  
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