**STONEMAN APPOINTMENT INSTRUCTIONS**

**CLIENTS**

Dear Valued Client,

Please send an email with the following details in the body of your email using the subject line “Stoneman\_Client Appointment”:

1. Name
2. Surname
3. Company/University etc.
4. Sample type (soil, slag, cement, clay, rock, etc.)
5. Sample size (chunk, aggregate, powder >75 microns, powder<75 microns)
6. Sample state (wet/dry) – if you have pictures, please add one or two
7. Number of samples to submit
8. At least two dates and times you want to deliver the samples

For the fastest results, please complete the sample submission form on the website and attach it to your email.

With this information, your user experience will be fast-tracked to ensure your report reaches you as soon as possible.

Regards

**STONEMAN STAFF**