

Name/ Company: _____
 Address : _____
 Telephone : _____ e-mail : _____
 Sample No : _____ Name/Code of Sample : _____

1. <input type="checkbox"/>	Request for test report amendment ⁽¹⁾	Details in the Requested form	Details to be revised
	1.1 Name/ Code of Sample		
	1.2 Name and Address (Please attach documents) <input type="checkbox"/> Customer <input type="checkbox"/> Manufacturer		
	1.3 Test items <input type="checkbox"/> Revise the test results _____ (Please specify) <input type="checkbox"/> Add test items _____ <input type="checkbox"/> Cancel test items _____		

Note : FQA LAB reserves the right to use the original sample only for testing

2. Cancel the requested service: Reason.....

3. Request a certified true copy of the test report (50 baht/ copy)

4. Request additional test reports ⁽²⁾ Thai English
 Customer Name and Address : _____

 Manufacturer Name and Address : _____

5. Request to additional/changing nutrition label calculations ⁽³⁾

6. Request a Replacement Report ⁽⁴⁾ Thai English

7. Request a copy of the receipt and sign to certify its accuracy (100 baht/ copy) (Attach the original police report specifying the correct service request number and amount corresponding to the lost copy)

8. Others (please specify) _____

Remark : Requests for revised, additional, or replacement test reports must be made within one year from the date on the original report (For test reports over one year, approval is case-by-case)
⁽¹⁾ Request a revised test report only if a report has already been issued, and the original report must be returned (Thai/ Eng : 200 Baht/copy, Nutrition report: 500 Baht/copy)
⁽²⁾ Additional reports are issued only in languages not previously requested (Thai/ Eng : 200 Baht/copy, Nutrition report : 500 Baht/copy)
⁽³⁾ Request for additional/changing nutrition label calculations, such as changing the serving size or packaging size (Thai/ Eng : 500 Baht/copy)
⁽⁴⁾ Request a replacement report for lost originals only, with the original police report specifying the lost report number attached (Thai/ Eng : 200 Baht/copy, Nutrition report : 500 Baht/copy)

FQA LAB staff use Only

Fee : _____ Paid Receipt : _____ Cash Transfer Cheque Overdue

Other details : _____

Customer : _____ Date : _____	Staff : _____ Date : _____	Quality Manager : _____ Date : _____
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