

# Sample Submission Form

Enter Product Name(s) Below:



**Submission Date:**

**No. of Products Submitted**

Thank you for your interest in the entrepreneurial assistance program at the University of Tennessee Department of Food Science Department. This form should accompany at least 4 oz of your sample for testing. **IF SENDING PRODUCT, PLEASE INCLUDE A COPY OF THIS FORM**

## Contact Information

YOUR NAME

COMPANY NAME

EMAIL

ADDRESS

CITY

STATE

ZIP

PHONE NUMBER

PREFERRED CONTACT METHOD:

Phone

Email

Other

FACILITY INFORMATION:

COMMERCIAL KITCHEN/FACILITY

Private Residence for TNFFA

Do you currently process any ACIDIFIED foods?

Check for Yes

DESCRIBE YOUR SUBMITTED PRODUCT(S)

DESCRIBE THE CONTAINER(S) (Material type and sizes) in which the product is sold:

HOW WILL THIS PRODUCT BE SOLD?

Shelf-stable

Refrigerated

Frozen

Do not know

TYPE OF ANALYSIS REQUESTED (email questions)

Water activity (\$35 per sample)

pH (\$10 each sample)

Process Letter - Cold/Hot Fill (\$100 per sample)

Process Letter - Water Bath (\$400 per sample)\*

Nutritional Facts Panel (\$100 per sample)

Other- refer to project proposal for cost.

Make checks payable to:

**The University of Tennessee**

**Mail this form, payment, and product sample(s) (minimum 4oz) to:**

Food Science Department  
Process Innovation Laboratory  
2510 River Dr. Knoxville, TN 37996

**Questions on this Form or Process?**

Contact Mark Morgan at [Mark.Morgan@utk.edu](mailto:Mark.Morgan@utk.edu)  
or (865) 974-7499

PLEASE CHECK OUT OUR RESOURCES AT <https://foodscience.tennessee.edu/food-science-extension/>

\* Water Bath process requires 6 full containers of product for each container type/size instead of 4 oz.

YOUR NAME

PRODUCT NAME

FOR EACH PRODUCT: LIST FORMULATION BY WEIGHTS (not cups, tbsp, or tsp) and STEPS USED TO MANUFACTURE THIS PRODUCT. PROVIDE DETAIL WITH EACH STEP INCLUDING INFORMATION SUCH AS TEMPERATURE(S), TIME(S), AND FILLING/PACKAGING SIZE AND PROCEDURES. *(Add page for each product)*