



SHEA BUTTER GRADE ANALYSIS SUBMISSION FORM

INSTRUCTIONS ON SUBMITTING SHEA SAMPLES FOR GRADE ANALYSIS**

NOTE: PRINT OUT THE FOLLOWING INSTRUCTIONS AND SUBMIT WITH YOUR SAMPLE.

CUSTOMER INFORMATION

| | |
|-------------------------|----------------------|
| First Name | <input type="text"/> |
| Last Name | <input type="text"/> |
| Your Job Title | <input type="text"/> |
| Company Name | <input type="text"/> |
| Street Address | <input type="text"/> |
| Street Address 2 | <input type="text"/> |
| City | <input type="text"/> |
| State/Province | <input type="text"/> |
| Zip/Postal Code | <input type="text"/> |
| Country | <input type="text"/> |
| Telephone Number | <input type="text"/> |
| FAX | <input type="text"/> |
| E-mail | <input type="text"/> |
| URL (Webpage) | <input type="text"/> |

Name of African Exporter, if other than company requesting Grade Analysis:

Name of US Importer, if other than company requesting Grade Analysis:



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WHERE TO SEND SHEA SAMPLES FOR ASBI QUALITY GRADE ANALYSIS

Attention: Dr. Samuel Hunter

American Shea Butter Institute

619 Wondering Court

Columbus GA 31907

Tel: 706-682-4982

email: lab@sheainstitute.com

PACKING AND LABELING REQUIREMENTS FOR GRADE ANALYSIS

How to Pack Sample When Sending for Analysis

Each sample should be packaged and shipped in airtight containers. Plastic containers are highly recommended. Packaging should be done to avoid leakage, in case the sample should melt in transit. Do not use breakable containers, which may result in loss of sample or damage to sample in transit. The Institute accepts no liability for samples not received, or received in damaged condition.

How to Label Sample When Sending for Analysis

All samples should be labeled before you ship. The Institute requires that you label each and every sample submitted. Additionally, each sample must be clearly labeled with the name of the company for grade analysis. You must also include the shipment date. Unlabeled samples may be discarded. The Institute assumes no responsibility for illegible or incorrectly labeled samples; if received in this condition, your sample may be discarded.



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WHAT TESTS ARE PERFORMED IN THE GRADE ANALYSIS?

1. MICROBIOLOGICAL ANALYSIS: Molds and Bacteria
2. PHYSICAL ANALYSIS: Melting range, Butter Knife Test
3. FREE FATTY ACID Determination
4. IRON AND COPPER LEVELS Determination
5. PEROXIDE LEVEL Determination
6. SIZE OF THE NONSAPONIFIABLE FRACTION Determination
7. VITAMIN LEVEL Determination
8. Lead and Mercury
9. Moisture and debris
10. CINNAMIC ACID VALUE Determination
11. Triglycerides Profile
12. Sterol Profile when necessary
13. Fatty acid profile when necessary

WHAT IS THE TURNAROUND TIME FOR GRADE ANALYSIS?

Your analysis results, discussion and any recommendations will be available 2-3 weeks after your sample has been submitted for analysis. Expedited services are only available under special circumstances. Call for an appointment and time availability.



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IMPORTANT INFORMATION ABOUT YOUR SHEA BUTTER

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| When Submitting Multiple Samples | <p>If you are submitting more than one sample, make sure that the label on each sample is marked with a different ID number. For example, 3 different samples should be labeled as Sample 1, Sample 2, Sample 3, etc.</p> <p>You must complete questions 1-8 below, for each sample. Copy this page if necessary with answers to each of the following questions.</p> |
| Batch Information and Identification | <p>The information provided below is for the sample labeled (check one): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3</p> <p>1. When was this Shea Butter made? <input type="text"/> <i>(give month and year)</i></p> <p>2. Is your Shea Butter considered <i>(check one)</i> <input type="checkbox"/> Unrefined <input type="checkbox"/> Refined <input type="checkbox"/> Ultra Refined</p> <p>3. What is the country of origin for your Shea Butter? Include Province <input type="text"/>, Village <input type="text"/>, Town <input type="text"/>, or nearest City <input type="text"/>.</p> <p>4. What method of extraction was used to prepare this Shea Butter? <i>(check one)</i> <input type="checkbox"/> Traditional <input type="checkbox"/> Mechanical <input type="checkbox"/> Chemical</p> <p>5. Have you or others added any fillers or stabilizers to this Shea Butter since extraction? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, give the name of all additions: a. <input type="text"/> b. <input type="text"/> c. <input type="text"/> d. <input type="text"/></p> |



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| | <p>e. <input style="width: 100px;" type="text"/></p> <p>6. The batch of Shea Butter your sample was taken from is referred to as the "Parental Batch" by the Institute. What is the size of your Parental Batch? The answer should be given in <input style="width: 50px;" type="text"/> lbs./kgs. or tons.</p> <p>7. Where is the Parental Batch presently located? Is it located in the USA, Africa, or another country? Name the City where the Parental Batch is presently located. <input style="width: 100px;" type="text"/></p> <p>8. For future reference, we need a Parental Batch name or ID number. Please state the name or ID number of the Parental Batch <input style="width: 100px;" type="text"/>. In your final report, we will use this name or ID number when referring to your Parental Batch.</p> |
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GRADE DETERMINATION

The calculation of the GRADE of your Shea Butter is based on results obtained from the above studies on your Shea Butter and then compared with standard values obtained from the historical analysis of many different Shea Butters, as performed by the American Shea Butter Institute.

The Final Grade maybe one of the following:

- Grade "A" Premium Shea Butter
- Grade "B" Choice Shea Butter
- Grade "C" Common Shea Butter
- Grade "F" Shea Moisturizer

COST AND PAYMENT INFORMATION FOR GRADE ANALYSIS

What is the Cost for Grade Analysis?

The cost for Grade Analysis is \$600 per sample. The same amount should accompany the sample when submitted to the American Shea Butter Institute for Grade Analysis. Samples received without this fee will not be tested until appropriate arrangements have been made.

How to Make Payment for Grade Analysis

You may make payment by including in your shipment a check drawn on any US bank for the amount of \$600 dollars for each sample submitted, or you may click below where it says Grading Analysis to pay by credit card. Sorry we do not accept foreign Checks.