



REQUEST FORM: FOOD ANALYSIS

Food Analysis is useful for determining the chemical characteristics of your food product. These include **pH, water activity, Brix, moisture content, total dissolved solids, salinity, gluten testing and titratable acidity**. These metrics can be used to determine the safety and shelf-life of your product.

For a full list of current pricing, visit the [pricing page on our website](#):

Section 1: INSTRUCTIONS

1. Fill out this request form in its entirety and follow instructions to submit your intake form via [our website](#).
2. Follow the Sample Preparation and Submission instructions below.

SUBMISSION NOTES:

- After your submission is received, our accounts manager will send an invoice to the email you provided (usually within 1 week of receiving your forms). **Payment of the invoice is required before documents can be distributed.** Payment may be made through the [“Pay My Invoice”](#) portal on the FIC website. The payment link is provided within your invoice as well.
- Turnaround time: Food analysis typically requires approximately 7 days – from the point of obtaining a completed submission.

Section 2: CUSTOMER INFORMATION

Owner or Contact Person:

Company:

Email/Phone:

Mailing Address (street, city, state, zip):

Product Name (include version number or unique identifier if applicable):



Section 3: Services Desired

Please select **ALL** services you are requesting on this submission:

- ☐ Equilibrium **pH** test
- ☐ Equilibrium water activity test
- ☐ Brix test
- ☐ Moisture content test
- ☐ Total dissolved solids in aqueous liquids
- ☐ Salinity of aqueous liquids
- ☐ Gluten testing (to confirm or disconfirm gluten-free labeling compliance)
- ☐ Titratable Acidity

Check this box to indicate **if these tests are being requested in conjunction with a Process Authority Letter** you have also requested (if a PA letter is not needed, do not check this box):

- ☐ Yes

Section 4: Test Planning:

How many products/SKUs do you need tested?

Is/are your sample(s) shelf-stable? If not, how should it/they be stored?



FOOD INNOVATION CENTER
COLORADO STATE UNIVERSITY

CSU Spur Food Innovation Center
4780 National Western Dr Denver, CO 80216
Foodinnovation@colostate.edu

Will we be performing the same test(s) on all of the above products? If not, please explain below:

What date do you aim to bring/send samples for testing? A staff member will confirm this with you BEFORE you drop samples off, or arrange a different date if we are unable to accept samples on the date you request.

Is there anything else we should know about your samples or testing?

Section 5: SAMPLE PREPARATION & SUBMISSION:

If preparing samples for **gluten testing**:

- Please send **two (2) separately packaged 4 oz (minimum) samples of each SKU** you want tested.
- The samples must be prepared in the environment and using the equipment where the product is normally prepared and must be maintained at adequate storage conditions (including maintaining cold chain, if necessary) until it arrives to us for testing.



- **The samples must be sent in their final packaging.** This is the same packaging in which the product will be stored and sold to consumers. Fresh products (such as fresh pastries) or ingredients may be delivered in labeled food-safe containers or bags.
- Please ensure each and **all samples are clearly labeled** with the product name, your name and date.

If preparing samples for equilibrium **pH testing** AND/OR equilibrium **water activity testing**, **Brix**, **moisture content**, **Total Dissolved Solids**, or **salinity testing**:

- Please send **three (3) separately prepared and separately packaged 4 oz (minimum) samples of each SKU** you want tested.
- The samples must be prepared in the environment and using the equipment where the product is normally prepared and must be maintained at adequate storage conditions (including maintaining cold chain, if necessary) until it arrives to us for testing.
- **The samples must be sent in their final packaging.** This is the same packaging in which the product will be stored and sold to consumers. Fresh products (such as fresh pastries) or ingredients may be delivered in labeled food-safe containers or bags. If sending multiple SKUs or products, please ensure each is clearly labeled.
- **Ph AND water activity testing: You may send 1 set of samples for both tests.**

SAMPLE SUBMISSION DROP OFF:

- Samples may be mailed or dropped off to:
CSU Spur C/O Caitlin Clark
Terra Building
4780 National Western Dr.
Denver CO 80216
- We can accept deliveries M-F 9am to 4pm.
- **Fresh samples (those that are not shelf-stable) should be hand-delivered or shipped overnight for arrival at a pre-arranged time, since they must be tested immediately.**
- **Please do not send or drop off samples without arranging it with us first.** We have many ongoing projects, and we may not have time to test them without prior arrangement.
- Email us first before dropping off samples if you have any questions.

We look forward to working with you.

Thank you,

Caitlin Clark
Senior Food Scientist



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