

CCE Erie Master Gardener Volunteer Hotline Sample Drop-off Instructions

1) Complete Sample Submission Form and Payment On-line

- a. Complete SOIL SAMPLE intake form here:

https://reg.cce.cornell.edu/SoilpH_214



- b. Complete PLANT or INSECT ID intake form here:

https://reg.cce.cornell.edu/PlantInsectID_214



2) Bring your sample to CCE Erie, 21 S. Grove Street, East Aurora, NY Tuesday or Thursday 8:30am - 4:30pm. OUR OFFICE IS CLOSED TO THE PUBLIC. Place your sample in the "Drop Off Box" located outside our office door. If sample is not already in a container, place sample in one of the containers provided.

If submitting an insect sample, the specimen needs to be dead. The Master Gardener volunteers should have explained to you how to do this depending on your sample.

3) Label your sample with the labels provided near the Drop Off Box with a five letter code (*instructions below*) and the date, so we can match your sample to your submission form.

Label Sample: ABCD 11-24-20 - D

A	BCD	11-24-20	S or D
Your first initial	First three letters of your last name	Today's date	S = soil D = diagnostic or other

Master Gardener volunteers will be picking up samples once per week. Please allow 7-10 days processing for your sample. Thank you for your patience!

If you have questions, reach out to Sharon Bachman at 716-652-5400 x 150 or sin2@cornell.edu.