

WearCheck Oil Analysis Service

How to Use the WearCheck Service



HOW TO COMPLETE AN INDUSTRIAL (IND) SAMPLE INFORMATION FORM (SIF)

Note: All of the required information in each section of this form must be thoroughly and accurately completed. Any missing or incorrect information may result in lab delays or inaccurate analysis results and recommendations. Ensure that the lower portion of the completed form is sent with the oil sample.

Customer File Stub - Fill out and retain this top portion of the SIF form. Information on this stub is required when contacting the lab to request information on this sample

Contact Information is required by the lab to contact you with the analysis results and any recommendations.

If you provide your **e-mail address** we will set you up with an on-line WebCheck account.

A valid **Unit ID** is required to link this sample to historical test results associated with this specific unit.

Fill out the **Sample Information** including sample date and time on the unit, oil and filter. Indicate if time reported is in hours, days, months, or years. Also be sure to let us know if you changed the oil or filter.

Sampling Instructions - it is important that the proper procedures are followed when taking oil samples. The sample bottle must be filled to ¾ of the bottle volume in order to complete all required testing.

Customer File Stub

Unit or Vehicle Number _____

Date Mailed _____

Inquiries: 1-800-268-2131 / (905) 569-8600

WC SMP123456

Wear Check Sample matters will be replaced with unused matters if defective in manufacture, labeling, or packaging, or if lost by us or any associate company even though by negligence or other fault.
Wear Check shall not be liable or responsible for the future performance or failure of any engine, piece of equipment or material involved in any test or sample. The Company makes no warranties, representation or guarantees with respect to the performance of any such engine, piece of equipment or material.



C8 - 1175 APPLEBY LINE
BURLINGTON, ONTARIO L7L 5H9
1-800-268-2131 (905) 569-8600
FAX: (905) 569-8605



CUSTOMER CODE: _____
OR
CUSTOMER NAME: _____
ADDRESS: _____
CITY: _____ PROV. _____ CODE _____
CONTACT: _____ AREA CODE (_____) PHONE # _____
myemail@myserver.com FAX # _____

NOTE: FAILURE TO COMPLETE INFORMATION MAY RESULT IN DIAGNOSTIC DELAYS.

UNIT ID: _____
SERIAL # _____
WORK ORDER # _____
SAMPLE TAKEN FROM: (CIRCLE ONE)
COMPRESSOR
COMPRESSOR TYPE: _____
CENTRIFUGAL/RECIPROCATING/ROTARY
GAS TYPE: _____
REFRIGERANT FLUID: _____
HYDRAULIC
PUMP MAKE: _____
PRESSURE: _____
SYSTEM OPERATING TEMP: _____
FILTRATION: PRESSURE/RETURN/SUCTION
BEARING/REDUCTION GEAR / GEARBOX / PLANETARY / FINAL DRIVE / TRANSMISSION / TURBINE / FAN / BLOWER / PUMP / PAPER REFINER / CIRCULATING OIL / NEW UNUSED OIL / OTHER
UNIT MAKE: _____ SYSTEM/OIL CAPACITY: _____
UNIT MODEL: _____ BRAND/TYPE OIL: _____
FILTER TYPE: ELEMENT / SCREEN / NONE VISCOSITY: _____
FILTER MICRON RATING: _____ ADDL. ADDITIVE USED: YES / NO / TYPE _____
COMMENTS: (STATE IF SAMPLE TAKEN AS RESULT OF FAILURE)

SAMPLE DATE: ____/____/____ **WC SMP123456**
TIME UNITS: HOURS / DAYS / MONTHS / YEARS
TOTAL TIME ON UNIT: _____
TIME ON OIL: _____ CHANGED: YES / NO TOP UP AMOUNT: _____
TIME ON FILTER: _____ SERVICED: YES / NO

SAMPLING INSTRUCTIONS AND PRECAUTIONS

- For best results, we suggest the following precautions when taking oil samples
- Take the sample (if possible) from the reservoir, while the system is in operation or just after shutdown
- If reservoir or main line has a test point, the fluid sample may be drawn from there, but enough fluid should be allowed to escape, to clear the test connection, before the actual sample is collected
- For sampling through a reservoir filler cap, breather or dip stick tube, use a clean syringe, that has been thoroughly flushed with fluid from the reservoir, before collecting the actual sample
- Keep sample bottle clean and do not remove cap until you are ready to take sample. Recap bottle immediately after filling.
- Take care not to confuse samples from different units.
- Never take samples by loosening pipes or hose couplings.

ENCLOSE ORIGINAL FORM-AVOID EXTRA BILLING

Stub Number - Oil sample reference number used for tracking your sample.

Test Kit Level purchased, which determines what testing is performed on the oil sample. The following test kits are available;

- IND I - Basic
- IND II - Routine
- IND III - Advanced

Specify the **Type of Component** the sample was taken from, and if the unit is a compressor or hydraulic system please complete the additional information.

Information on oil being sampled. Ensure both oil brand and viscosity grade information is included.

Comments - note any significant comments about the oil sample, such as failure, repair description, any maintenance performed, abnormal noise, overheat condition, etc.

Use an original *Sample Information Form (SIF)* to submit your sample. If you are out of SIFs, order new sample kits. Each *Stub Number* is unique, and you will be billed for samples with duplicate stub numbers.

Contact us today at info.customer@wearcheck.com for more information on scheduled sampling services, pre-printed equipment labels. We also encourage you to submit a completed WearCheck equipment spreadsheet (which we will supply), after which you will no longer be required to complete SIFs for sample submission.



THE LEADER IN OIL ANALYSIS

© 2008 WearCheck. All Rights Reserved. All illustrations, photographs and specifications within this literature are based on the latest service information. Discuss actual service with a local WearCheck agent for complete accuracy. For information on additional options, contact your WearCheck agent. All service and product brand names are WearCheck trademarks.

WearCheck Canada Inc. C8-1175 Appleby Line, Burlington ON, L7L 5H9 Tel 905-569-8600 Toll-free 1-800-268-2131 Fax 905-569-8605 URL <http://www.wearcheck.com>

WC-HOW-TO-IND2-SIF-2008-12-05