

# Phytosanitary/ Regulatory Sample Submission Form

Tel: 352-392-1795  
 Fax: 352-392-1795  
 2570 Hull Rd, PO Box 110830  
 Gainesville, FL 32611-0830  
 plantpath.ifas.ufl.edu/extension/plant-diagnostic-center/

pdca@ifas.ufl.edu  
 Phone (352) 392-1795

<b>Center staff only:</b>	
County:	_____
PDC #:	_____
Date:	_____
Ship&type:	_____
Pmt:	_____

**Submitter Information:**

Name: \_\_\_\_\_  
 Agency/ Company: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Contact email for official letters and reports:** \_\_\_\_\_

**SPRO Information:**

Name: \_\_\_\_\_  
 Email: \_\_\_\_\_

**SPHD Information:**

Name: \_\_\_\_\_  
 Email: \_\_\_\_\_

\*required for APHIS program testing

**Billing contact email (if none supplied, submitter will be invoiced):** \_\_\_\_\_  
 OR attach documentation indicating the sample is part of a funded APHIS program (ex: "P ramorum trace forward October 2024")  
**Complete payment is due before reports can be provided.**

**Plant and Site Information**

**Sample Type:**  Phytosanitary test  State Dept. of Ag. Survey  Federal Survey  Trace Event  Other: \_\_\_\_\_

If this is NOT a phytosanitary testing request, indicate if this sample is PASS or non-PASS (required, circle one).

**US State and county collected from (supply address if county unknown):** \_\_\_\_\_

**Plant & Variety/Cultivar:** \_\_\_\_\_ **Date Sample Collected:** \_\_\_\_\_

If this represents a set, indicate the total number of samples \_\_\_\_\_ and field identifiers for all of them:

**Sample(s) Field ID(s):** \_\_\_\_\_

**Planting Type:**  Field  Retail  Greenhouse  Landscape  Nursery  Other: \_\_\_\_\_

**Program pests to test for (e.g. Phyophthora ramorum)** \_\_\_\_\_

**Number of plants affected:** \_\_\_\_\_ **Total acreage or number of plants:** \_\_\_\_\_

**Describe the problem. Include symptoms, plant parts affected, pattern of occurrence, etc.**

**Send photos to PDC@IFAS.UFL.EDU, submitter name in subject line.**

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**For Phytosanitary Testing Requests Only:**

**Regulatory Agent Information**

Name: \_\_\_\_\_  
 Agency/ Company: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

If specified, test type required (ex: ELISA, PCR, etc.); attach documentation if available. Please attach any other forms relevant for these samples e.g. 391, phytosanitary testing tables, and any other documentation useful to you or the lab

**Pest(s) to test for:** \_\_\_\_\_ **\*Center staff only\* PDC #:** \_\_\_\_\_ **Amount: \$** \_\_\_\_\_

The University of Florida Plant Diagnostic Center (UFPDC) is a service provided to any Florida resident by the Institute of Food and Agricultural Sciences (IFAS), University of Florida in conjunction with the Cooperative Extension Service. The UFPDC is open from 9:00am-5:00pm Monday-Friday (except state holidays) and is located on the University of Florida campus at Gainesville. Submit sample and payment payable to:

University of Florida PDC  
Bldg 1291, 2570 Hull Road  
PO Box 110830  
Gainesville, FL 32611-0830

Phone (352) 392-1795  
Email: [PDC@IFAS.UFL.EDU](mailto:PDC@IFAS.UFL.EDU)  
Website: [plantpath.ifas.ufl.edu/extension/plant-diagnostic-center/](http://plantpath.ifas.ufl.edu/extension/plant-diagnostic-center/)

**If this is part of an emergency event or trace event, a 391 must be included.**

The primary role of the FEPDC is to determine if the plant dysfunction involves an infectious causal agent, e.g. fungus, bacterium or virus. This is done by associating causal agents with symptomatic plant tissue. The UF PDC does not routinely test water or soil for plant disease causal agents.

It is the PDC policy that:

- 1) We focus on samples that originate within the geographical boundaries of the State of Florida, but accept samples from all US states and Territories with this form. Please refer to the price sheet for current charges on services.
- 2) Plant samples must be adequate in the quality and quantity with a completed Plant Disease Diagnostic Form or equivalent information. Obtaining the appropriate sample before submission will save both time and shipping expense. NOTE: FEPDC staff reserve the right to immediately discard any sample not meeting the submission criteria listed below. Payments will be applied to submission of replacement samples.
- 3) Samples can be submitted to the FEPDC in the following manners:  
Ship or deliver samples directly from the grower (e.g. homeowner, farmer, nursery, etc.) to the FEPDC. It is recommended to use an overnight courier service with sample tracking to retain sample quality and expedite sample processing.
- 4) Samples must be accompanied by payment to ensure timely release of disease determinations and recommendations. Clientele can arrange for a prepaid credit account by contacting FEPDC staff. Sample charges may vary according to tests needed.
- 5) Samples are processed on a first come, first served basis in most cases. The exception to this rule is our **rush service**. Rush services include the sample(s) being processed immediately upon delivery, moved to the front of the sample line, and communication within 2 business days to report preliminary results. Please refer to the price sheet for current charges on services.
- 6) Plant disease determinations and associated control options are emailed to the person(s) specified on the form. If none are indicated, the submitter &/or person who pays for the sample will receive the results. No recommendations or reports can be released without complete sample information.
- 7) Sample fees must be paid before sample reports can be sent. Please submit payment with sample or pay online via the link in your sample receipt or invoice email from [PDC@IFAS.UFL.EDU](mailto:PDC@IFAS.UFL.EDU).

#### GENERAL SAMPLE SUBMISSION GUIDELINES

Please see our tips for sample submission online at:

<https://plantpath.ifas.ufl.edu/misc/media/PDC/brochure-sample-submission.pdf>

- 1) Submit generous amounts of plant material representing a range of symptoms.
- 2) Do not add water or pack a sample that is wet.
- 3) Keep samples refrigerated after collection until they are submitted. After collecting good samples, do not ruin them by allowing them to dry out or otherwise deteriorate prior to submission.
- 4) Do not mix samples in the same submission bag. Moisture from root samples will contribute to the decay of foliage samples if they are mixed.
- 5) Excess soil can be hand shaken from root systems but leave enough soil to keep roots at field moisture levels and for us to run pH and EC tests.
- 6) Please mark sample packages with "Warning" if sample has thorns or spines.
- 7) All samples must be accompanied with this completed Sample Submission Form. Provide complete information on the form and **BAG THE FORM SEPARATE FROM THE SAMPLE**. Limit sample information to one sample per form. You are encouraged to include any other pertinent information in addition to that on the form. Multiple samples and forms may be packaged in a single package, but be sure to clearly mark the samples.
- 8) Remember to note recent pesticide history from the past 4-6 weeks.
- 9) Ship samples to arrive within 2 days or less, sealed in plastic bags and packed with padding materials to protect the samples during shipping.
- 10) Mushrooms and conchs should be packed in paper bag or wrapped in paper, then tightly in a box with padding materials. Do not seal in plastic because the likelihood of sample deterioration during the mailing period. Do not add moisture.
- 11) Mail samples early in the week to avoid the weekend layover in shipping. We recommend overnight shipping via courier with tracking services only. It is important for the sample to arrive within 2 days of collection.
- 12) See sampling guidelines for specific types of plant disease on our website.

#### SERVICES NOT PROVIDED

Presently, the PDC does not routinely provide the following service:

- 1) Pesticide residue determinations in or on plants and soil.
- 2) Soil nutrient levels, soluble salt analysis, or plant tissue analysis for macro or minor elements.
- 3) Species-level determination of pathogens unless lab director and sample submitter have discussed and agreed that it is needed and possible.
- 4) Microbe identification from non-plant samples.
- 5) Toxic plant identifications or mycotoxin analysis.

#### SERVICES PROVIDED UPON SPECIAL REQUEST

The following procedures are available upon specific request and only after discussion with PDC staff. These procedures are both time-consuming and more costly than the normal sample charge; please see our website for up-to-date listing of tests available and pricing.

- 1) Phytosanitary testing; please confirm specific tests are available at [PDC@IFAS.UFL.EDU](mailto:PDC@IFAS.UFL.EDU) prior to sampling and sending samples.
- 2) Pythium and Phytophthora determinations from irrigation water or growing media by baiting and culturing methods.
- 3) Molecular diagnosis of crown gall, *Xylella fastidiosa*, viruses, citrus greening, laurel wilt, or sudden oak death/ramorum blight. Other tests are available; please inquire at [PDC@IFAS.UFL.EDU](mailto:PDC@IFAS.UFL.EDU) prior to sending samples.