

TITLE:	HOW TO REQUEST TESTING	DOCUMENT:	IB-03
CLASSIFICATION:	INFORMATION BULLETIN	AEROBLAZE LABORATORY INC.	

All the steps outlined below require access to our website at www.aeroblazelab.com. If you prefer a hard copy of the Test Request form, please call us at +1 (817) 668-0628.

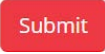
STEP 1: NEW TEST REQUEST. To request a test, follow the instructions below.

1. On the [Aeroblaze website](http://www.aeroblazelab.com), click the **NEW TEST REQUEST** button in the navigation bar.



2. Enter your email address.

NOTE: If this is your first time submitting a test request, you will be asked to fill out our New Customer Form before proceeding. Complete this form, then go to Step 3.

3. Enter your Name, Company, Phone Number, Email Address, and Address.
4. If you would like to order a Testing Package, select from the options provided.
5. If you would like to order individual tests, type in the quantity of the test that you require. A quantity of one (1) typically means one (1) set of three (3) samples.
6. Select any additional services you may require.
7. If this testing is for a specific aircraft we will need the Aircraft Information.
8. Select the reason for this testing from the options provided, or enter an "Other" reason.
9. As needed, you may enter the Test Plan, FAA Project, Purchase Order, and Repair Station numbers.
10. Enter any special comments or instructions, then click  .
11. A Test Request ID number has been assigned to you. Reference this number for future correspondence with our lab regarding our testing. This information is emailed to you for future reference.

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STEP 2: ADDITIONAL INFORMATION. Submit the following information to info@aeroblazelab.com. Please reference your Test Request Number.

Type #1: Non-Certification Testing

If your tests are in support of a **NON-CERTIFICATION** project (e.g. R&D Testing, Quality Control, or Minor Repair/Alteration), submit the following:

- A description of the test samples. The report will be based on your description, so we suggest making it as detailed as possible. You may use the build sheets on our [Forms](#) page.

Type #2: Certification Testing

If your tests are in support of a **CERTIFICATION** project (e.g. TC, STC, Major Repair/Alteration, or TSO), submit the following information:

- Depending on the type of product being tested, fill out and submit the appropriate build sheets (can be found on our [Forms](#) page).
 - Single Element (F-01-01)
 - Composite Element (Vertical/Horizontal) (F-01-02)
 - Composite Element (45°) (F-01-03)
 - Seat Cushion (F-01-04)
- Copies of Invoices or Packing Lists must be provided for traceability of all components (including laminates, finishes, adhesives, flame retardant treatments, etc.).
- Original burn certificates for individual materials if available.
- Sketch or production drawing of each different production assembly, as well as their part numbers & serial numbers. Sketches/drawings must include the types of materials and their dimensions and thicknesses.
- 8130-9 Statement of Conformity form (or equivalent) for each set of fabricated test samples.

STEP 3: MAIL TEST SAMPLES.

- Test samples must conform to requirements of IB-04 *Test Sample Requirements* (can be found on our [Resources](#) page). Ensure the test samples are clearly identified.
- Include a copy of your Test Request with the samples (or other means of identifying the samples to this Test Request).
- Mail test samples to:

Aeroblaze Laboratory
12819 Harmon Rd. #575
Fort Worth, TX 76177 USA

Questions? Contact us at info@aeroblazelab.com or +1 (817) 668-0628.

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