



Table of Service Fees for Analysis at Mikroanalytisches Laboratorium

Valid for orders dated from January 1st 2024

Due to the rapid inflation we had to raise our service fees significantly.

Standard fees are invoiced for orders without scheduled delivery. Normal orders are processed according to their receipt and organisational constraints. Especially "rare analysis requests" may take significantly longer.

If we are asked to do **Express-analysis** - delivering a result within of 48 hours from sample receipt - we need a special Express order to justify our 100 % Express-charge. If more than a single method is required the Express time frame increments by 24 hours per method.

Standard services include

- A plain text email reporting all individual analysis results for each applied method that may include some remarks on their interpretation.
- After completion of all ordered investigation an Excel-table containing
 - Individual analysis results
 - Their statistical evaluation
 - Stoichiometric ratio of elements relative to each other
- If applicable PDF-files showing ATR-IR-spectra or XRF-spectra

If you have a special request we can elaborate a formal offer.

Detailed analysis reports including documentation of the sample treatment, applied methods and conclusions on the analysis results are charged in accordance with the number of pages. Simple analysis certificates are issued for a standard fee.

Determination of minor and trace constituents

Orders for only **oxygen-**, **halogen-** or **XRF-characterisation** cannot be charged with the standard fee of the method alone. Due to our quality assurance concept we need to verify homogeneity and sample composition by C/H/N/S- and O-analysis. If you don't need want to receive those additional results we still have to charge you with 50 % of the standard fee.

Important Information: Due to quality assurance considerations we do not offer single determinations any more on a regular basis. If you urge to have single determinations we expect valid information on the theoretical composition of the material.

Please refer to the results in your scientific papers by: "Elemental Analysis was performed at University Vienna's Mikroanalytisches Laboratorium" and quote the numbers of the analysis reports. This complies with traceability recommendations as any result can easily be linked to the raw data of the measurements.

On our website you will find (most) method descriptions. On request we can send a comprehensive description and qualification of applied methods.

If not specified by the order technical material and polymer samples are characterised by triplicate analysis.

Additional services which are not listed in the fee table are offered on request: Ion analysis by Capillary Electrophoresis, acidimetric titrations, XRF-characterisation counselling, courses, reporting etc.

Submission of Samples

Please pack your samples carefully to avoid damage or leaking of sample-containers during transportation. Mind that a maximum amount of 1000 mg is reasonable for a complete characterisation by all our methods.

Our preferred shipment-containers are 1 mL Eppendorf-vials. The tipped bottom is well suited to pick out the last particles of the material. The lids perform fairly gas-tight as we could prove by keeping P₂O₅ for 48

hours in such a vial at 50 % relative air moisture without a significant increase in mass. As opening and closing the lid is easily done single-handed we can provide minimum air-exposure of the sample during manipulation.

Please do not wrap lids with Parafilm! There is a negligible effect on the air-tightness. When unwrapping the lid easily flips open unintended. As the elastic film uses to slip into the slid between lid and vial bottom small parts break off during unwrapping. This causes the risk of sample contamination with Parafilm (85 wt-% C, 15 wt-% H) which can easily spoil the sample characterisation.

Using Express delivery by air-freight causes the exposure of your package to reduced air pressure. Mind that sample containers for liquid samples need to seal tightly under these conditions. We recommend using screw-top vials with an elastic sealing.

Address: Universität Wien
Mikroanalytisches Laboratorium
Boltzmanngasse 1 (Portier)
1090 Wien
AUSTRIA

Please include a **dated shipment letter** together with the samples including a list of sample names and the desired services. Also care for contact addresses to the sender(s) of the samples as well as the invoicing contact. Mind that delivering laboratory samples requires the accompanying shipment of a safety documentation. If no formal description is available you should at least indicate the expected hazards on the shipment documents.

Financial Issues

Mikroanalytisches Laboratorium is a department at the Faculty of Chemistry at the University of Vienna. All activities are regulated by the Austrian Universities' Act 2002 (UG02). Invoicing is always as net amount and no VAT can be added.

Invoices are for instant payment to the University's bank account declared on the invoice. Please always refer to the full invoice identification to ensure correct booking. The University's financial department is in charge of payment and follow-up communication:

Contact: Universität Wien rechnungswesen@univie.ac.at
Finanzwesen und Controlling
Universitätsring 1
A-1010 Wien
AUSTRIA

UID-Number **ATU 37586901**

Sample Submission from outside the European Economic Area (EEA)

Please mind that valuable goods trigger an import tax when shipped to another country. Though Express Delivery companies routinely handle these issues it causes a delay in delivery and can also cause complications and of course additional costs.

We thus recommend to declare analytical samples as “samples without commercial value”

As we can execute our complete service by virtual documents we have introduced an extra fee for issuing and sending original paper documents (including signature and stamp). So please explicitly mention in your order whether you want to receive hardcopies of all documents.

We ask your understanding the we have to keep a minimum invoice amount of **€ 150,00** for international orders.

Vienna, January 2024

Mag. Johannes Theiner
Laboratory Head

Analysis	Comments, known Interferences	Preis/€			
		single	double-	triplicate	n-fold analysis
C/H/N	For administrative and technical reasons we only offer C/H/N/S-analysis!				
C/H/N/S	S-determinations are always run as C/H/N/S-analysis.		102,50	135,50	n × 43,63
org. C/N/S	C, N and S are measured after digestion of the sample by hydrochloric acid. Carbonates, cyanides, sulphides are decomposed and the contained elemental fraction is not determined.			214,00	n × 68,91
O	Hetero-elements forming high melting oxides are not completely digested by the standard method. Using an adapted procedure most samples can be analysed to find their complete oxygen content.		81,00	107,00	n × 34,45
F	Residual Ash Rs after mineralisation si automatically quantified.		142,00	187,50	n × 60,38
Cl/Br	Mind that the yield in Rs can be reduced if elements forming volatile halogen-compounds are involved (Al, Zn, Ti ...).		102,50	135,50	n × 43,63
J			142,00	187,50	n × 60,38
P	Some organic compounds cannot be analysed by our procedure.		162,00	214,00	n × 68,91
Dry loss	Conditions can be defined		47,50	62,50	n × 20,13
Ash	after combustion (digestion) of a sample in Ar/O ₂ at 1.000 °C or lower temperature		81,00	107,00	n × 34,45
IR-Spectrum	recorded by ATR FT-method (at least three individual spectra are recorded)			135,50	n × 43,63
XRF-measurement	semi-quantitative multi-element determination from Al (Z>12)	111,50	162,00	214,00	n × 68,91
Drying	Removing water or solvent remnants Method and parameters can be adapted	12,00			
Homogenisation	Grinding/milling of technical samples using a ball mill Pricing is depending on the true effort	≥ 20,00			
Total Characterisation	Lump sum value for the complete characterisation of elemental composition.			850,00	
Certificate	Issuing a single sided Certificate of Analysis in accordance with the senders needs	40,00			
	lump sum for issuing hard copies and delivery by standard postal service	≥ 15,00			
	Return of remnant samples by postal service	≥ 20,00			