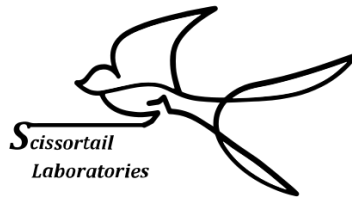


# Scissortail Laboratory, LLC

2026

Client Handbook



# Scissortail Laboratory, LLC

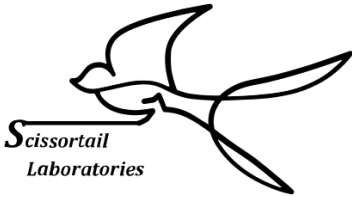
6101 Signal Ave NE, Suite B  
Albuquerque, NM 87113  
505-430-2193

Sample Drop Off  
Monday - Friday  
9 A.M. to 6 P.M.

[www.scissortailabs.com](http://www.scissortailabs.com)  
[abq@scissortailabs.com](mailto:abq@scissortailabs.com)

Schedule sample pickups by emailing  
[transport@scissortailabs.com](mailto:transport@scissortailabs.com)

Free Sampling Kits are available for pickup  
or can be shipped for the cost of shipping.



# Client Information

Company Name: \_\_\_\_\_

Contact Name(s) and Title(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Primary Contact email: \_\_\_\_\_

NMCCD License No: \_\_\_\_\_

UBI No: \_\_\_\_\_

Biotrack No: \_\_\_\_\_

Physical Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email Address(s) to Receive CoAs: \_\_\_\_\_

Accounting Email Address: \_\_\_\_\_

If you would like to leave a credit card on file, please fill out the information below:

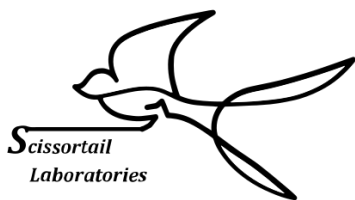
Name on Card: \_\_\_\_\_

Card Address: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Signature of Authorizing Card Holder: \_\_\_\_\_



# Infused Product Intake Form

To be filled out by laboratory staff

Received Date:	Initials of Receiving Staff:
Workorder Number:	Sample Number:

Sample Name: \_\_\_\_\_

Batch Number: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Type of Product:

- Edible
- Topical and/or Transdermal
- Infused Flower Product
- Inhaled Product
- Metered Dose Nasal Spray
- Pressurized Metered Dose Inhaler
- Vaginal Administration Product
- Rectal Administration Product

Expected dose amount (in mg): \_\_\_\_\_

Average unit weight (in grams): \_\_\_\_\_

Number of servings per container: \_\_\_\_\_

How is the product dosed?

- Infused
- Surface Dosed

If infused, what portion of the product is infused: \_\_\_\_\_

# Chain of Custody

www.scissortailabs.com abq@scissortailabs.com

NMCCD:TSTL-2025-0012-PRM-0001 Biotrack No: 220003496 UBI No: 420003393 6101 Signal Ave NE Suite B, Albuquerque, NM 87113 505-430-2193

BUSINESS INFORMATION																		
Business Name:			Applicable License Number:			Business Address:												
Contact Name:			Phone Number:			Email Address:												
SAMPLING INFORMATION					TESTING REQUEST													
Sampler Name and Title:		Sampled date:		Start Time:	End Time:		NMCCD Testing Suite	Potency	Terpene Profile	Residual Solvents	Contaminants and Filth	Moisture Content	Water Activity	Heavy Metals	Pesticides	Microbial	Mycotoxins	
List any deviations from the sampling protocol and any corrective actions as a result of deviations:		Ambient Temperature and Other Sampling Conditions:																
		All listed samples are representative of the associated products & batches.																
		Sampler Signature:																
Sample Name		Sample Batch ID			Sample Type													
Relinquished by:		Date:	Time:	Received by:		Notes:												
Relinquished by:		Date:	Time:	Received by:														



**NMRLD**

NEW MEXICO  
REGULATION &  
LICENSING DEPARTMENT

# *State of New Mexico*

## **Regulation & Licensing Department Cannabis Control Division**

HEREBY CERTIFIES THAT

### **Scissortail Laboratory, LLC**

HAVING GIVEN SATISFACTORY EVIDENCE OF THE LICENSING REQUIREMENTS PRESCRIBED  
BY LAW IS GRANTED A LICENSE TO OPERATE IN THE STATE OF NEW MEXICO AS A

### **Cannabis Testing Laboratory**

#### **Testing**

**6101 Signal Ave NE**

**Albuquerque, New Mexico, 87113**

**License No. TSTL-2025-0012-PRM-0001**

**UBI: 420003393 BioTrack Number: 220003496**

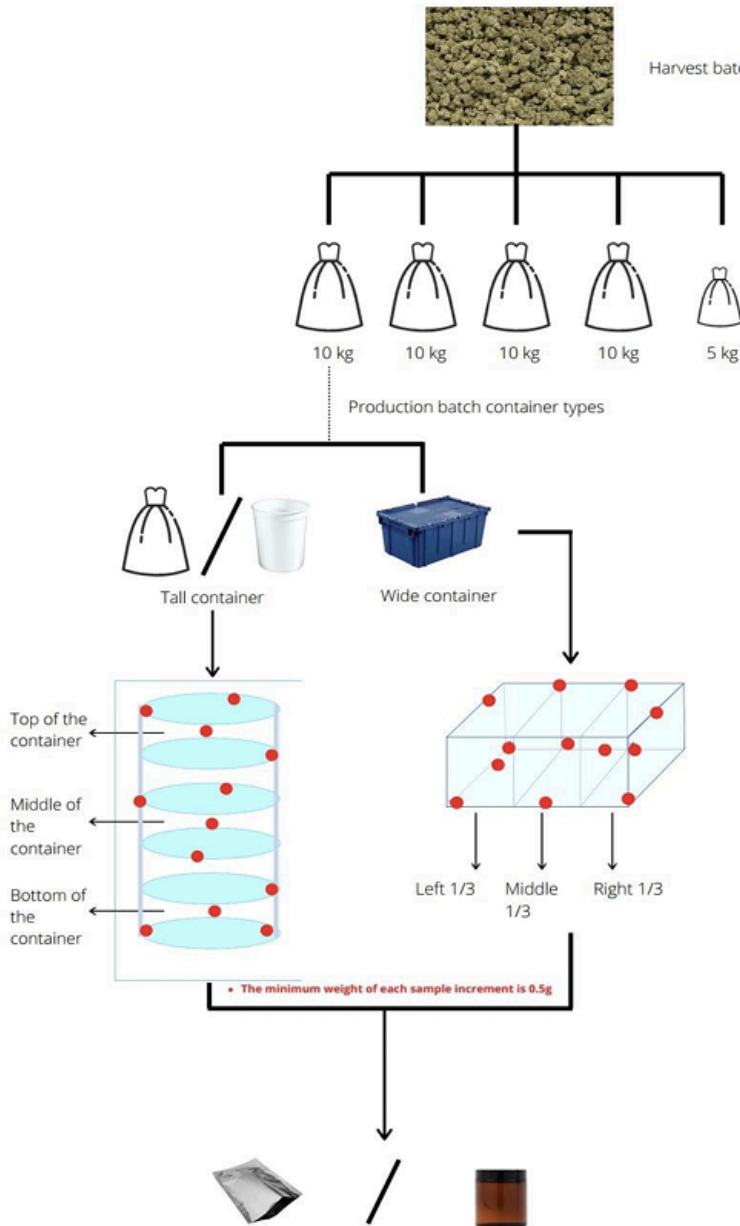
**Issued 12/22/2025**

**Expires 12/21/2026**

THIS LICENSE SHOULD BE CONSPICUOUSLY POSTED IN PLACE OF BUSINESS OR AS REQUIRED BY LAW



## Sampling example for marijuana plant material



1. Locate the batch to be sampled and review container label information. Harvest batch need to be separated into production batches before sample.

2. Determine the number of production batch(es) and potential sample increments of each production batch. Assign random numeric sampling location in each level or area within the production batch.

- The maximum weight of each production batch is **10kg**;
- For Minimum sample amount, please refer to section Sample Amount, or Table 5.5-A. Required Sample Size Based Upon Matrix Type and Batch Size of *The State of Maine Rules for The Certification of Marijuana Testing Facilities*.

3.

- From the example presented in the graphic, use a spatula or a pair of forceps to randomly obtain at least **22** increments from each of the **10kg** production batch.
- For the **5kg** production batch, a minimum of **19** increments must be obtained.

- The production batch container shall be sampled in a spatial pattern to ensure each region of the container has been sampled.
- A random number generator shall be used for each region to identify the sample location,
- Each sample increment contain minimum of **0.5g** of materials.
- \* ● indicated the sampling pattern and positions that can be numerically designated.)

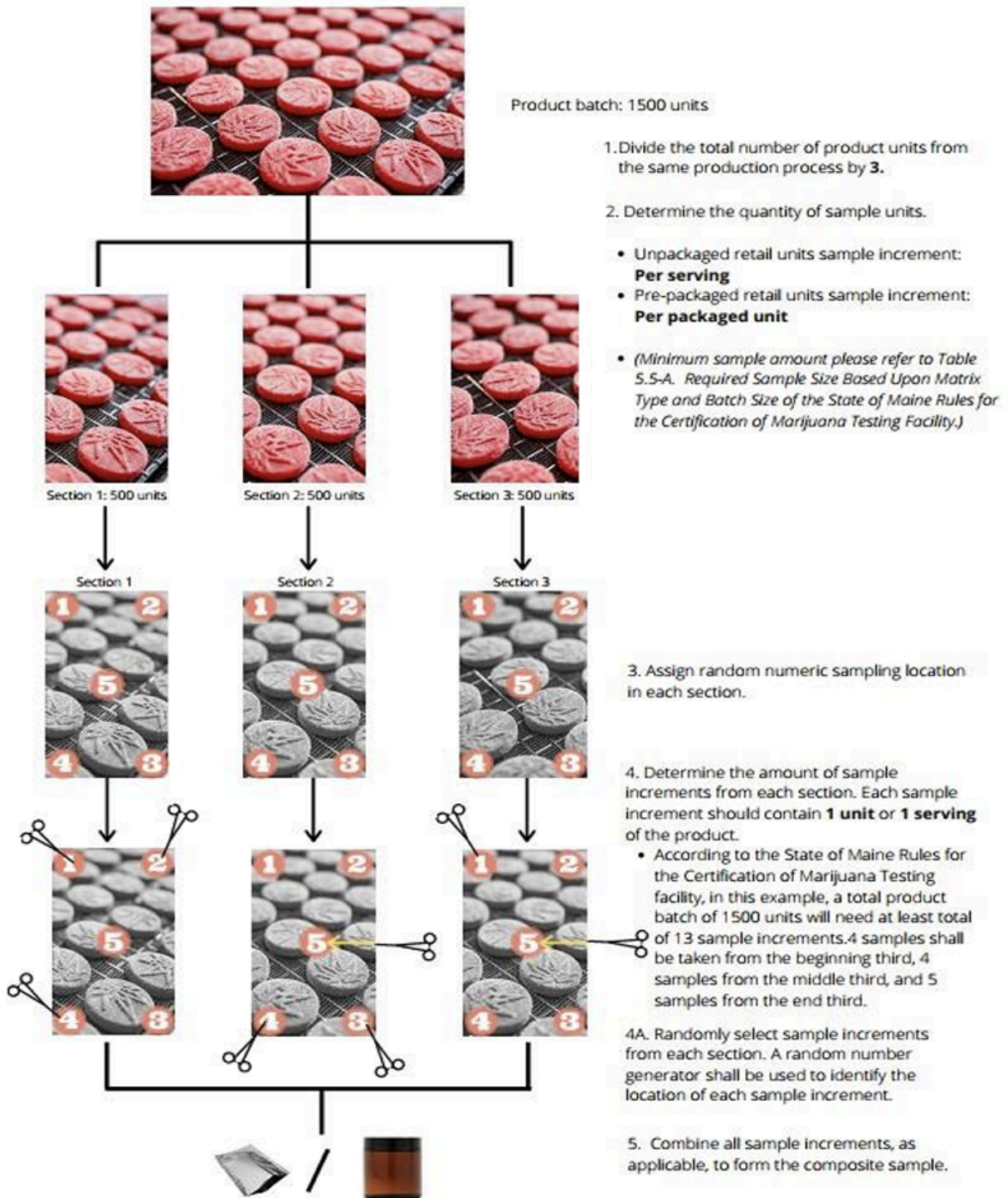


(If it is large size flower strain, sample increments should be taken from these parts of the flowers:

- top 1/3,
- middle 1/3,
- bottom 1/3

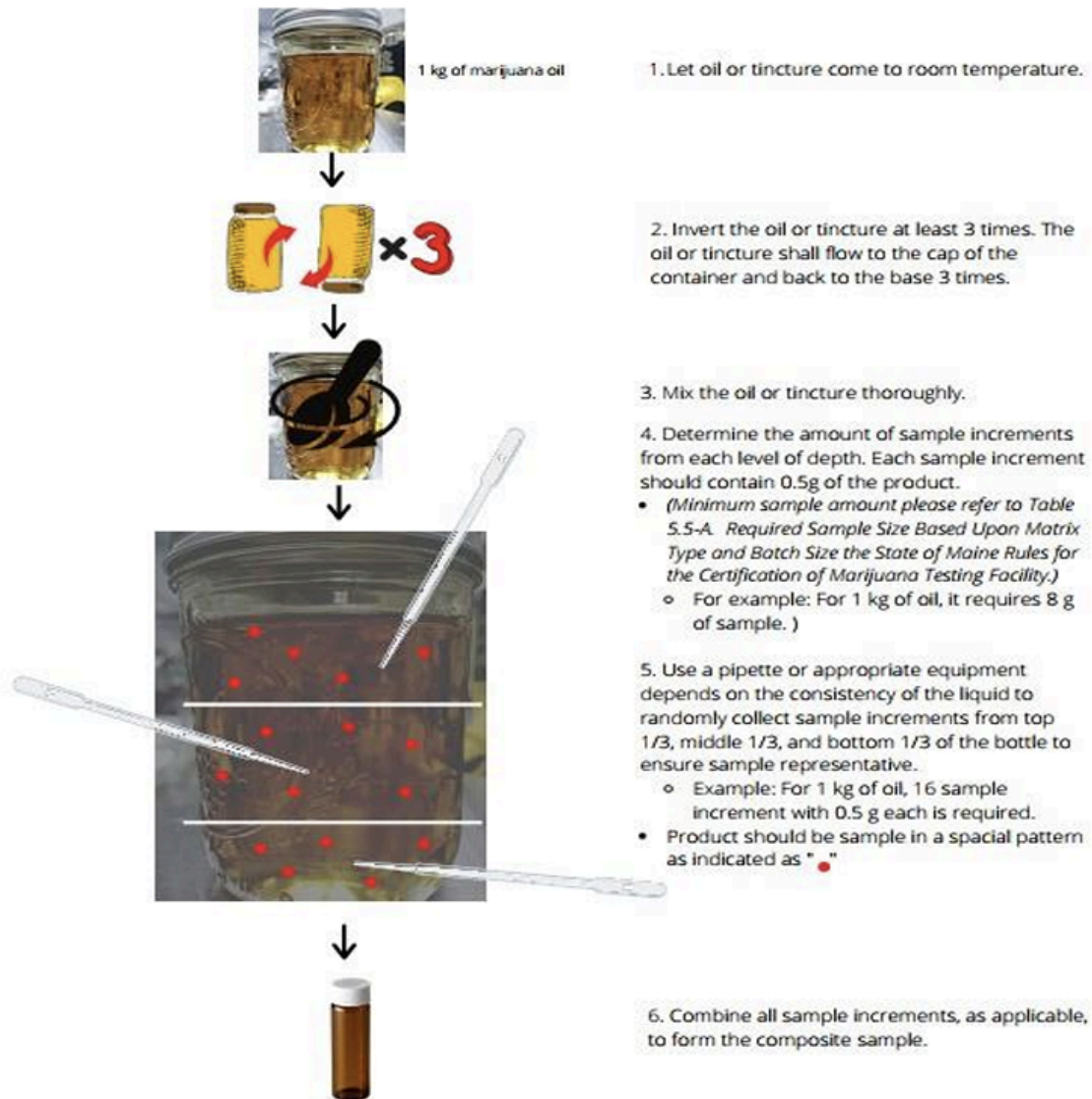
4. Combine all sample increments, as applicable, to form the composite sample.

## Sampling example for solid or semi solid marijuana products



## Sampling example for marijuana extracts

### A. Sampling liquid from a container



## B. Sampling shatter / wax / slab



1 kg slab

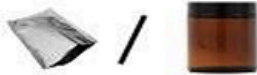


1. Divide the production batch in 3 thickness level.



2. Determine the amount of sample increments from each section. Each sample increment should contain 0.5g of the product. Randomly collect same amount of sample increments from each thickness level. Sample increments shall be collected in a spacial pattern as indicated in "●"

- With 1 kg slab, 8 g of sample is needed which is at least 16 sample increments with 0.5g each.
- To collect same amount of sample increment in every zone, you will be collecting 18 sample increment in total (6 increment from each zone).





3. Combine all sample increments, as applicable, to form the composite sample.

## Appendix B. Sample Collection Equipment and Containers.

### Sampling Equipment

#### Sampling Tools

Tool Type	Tool Description
 <p data-bbox="444 1066 553 1100"><b>Spatula</b></p>	<p data-bbox="724 835 1219 968">The micro <b>spatula</b> can be used to sample, transfer or process small amounts of chemicals, powders, granulates, pastes, creams or liquids.</p>
 <p data-bbox="448 1562 561 1596"><b>Forceps</b></p>	<p data-bbox="729 1299 1219 1514"><b>Forceps</b> are used when fingers are too large to grasp small objects or when many objects need to be held at one time while the hands are used to perform a task. These are also referred to as tweezers, tongs, pliers, clips or clamps.</p>



**Field Balance**

**Field balance** is used to measure an object's mass to a degree of precision. It's easy to transfer for field visits.



**Calibrated  
Verification Weight**

Precise, stable reference standard weights are used for checking the calibration of the balance during site visits and before each use.



**NIST Traceable  
Thermometer**

NIST traceable calibration is an assurance program that certifies that equipment is traceable to National Institute of Standards and Technology (NIST) standards and that any products offered by that manufacturer will match those NIST-maintained measurement standards. This traceability for thermometer gives greater confidence that the temperature readings are accurate.



**NIST Traceable Infrared Thermometer Gun**

An **infrared thermometer** is a thermometer which infers temperature from a portion of the thermal radiation emitted by the object being measured. These need to be NIST traceable as well.



**Pipette**


**Pipettes** may be constructed out of glass or plastic and are used to transfer a measurable amount of liquid. They are designed either to contain or to deliver a specific volume and will be stamped as such by the manufacturer.



**Syringe**

**Syringe** functions as a pipette or liquid transfer device.

## Sample Collection Containers

Container Type	Container Description
 <p><b>Whirl-Pak Sterile Sample Bag</b></p>	<p><b>Whirl-Pak sterile sample bags</b> are disposable, transparent bags for liquid or solid samples. These are made of polyethylene and have a sealed top that tears open easily along perforations. The mouth is reinforced by a wired band with an integrated loop tab which serve as a handle to allow for easy filling.</p> <p><b>Suitable analyses:</b></p> <ul style="list-style-type: none"><li>• Filth and foreign materials</li><li>• Microbiological Impurities (Bacteria, Yeasts and Mold)</li><li>• Metals</li><li>• Water Activity &amp; Moisture Content</li></ul>
 <p><b>Certified Clean Amber Jars</b></p>	<p><b>Amber glass jars</b> (amber glass bottles; amber glass Boston Rounds; amber glass wide mouth packers), which should be certified clean, protect contents from UV rays and are ideal for light sensitive products. These general use bottles are perfect for liquids. These environmentally sensitive bottles help eliminate waste and help to ensure product integrity for long term storage.</p> <p><b>Suitable analyses:</b></p> <ul style="list-style-type: none"><li>• Homogeneity</li><li>• Cannabinoid Profile</li><li>• Pesticides</li><li>• Water Activity &amp; Moisture Content</li><li>• Metals</li><li>• Filth and Foreign Materials</li><li>• Aflatoxins and Ochratoxins</li></ul>



**Borosilicate VOA Vial  
with PTFE/Silicone  
or Rubber Septa**

These **vials** are made of chemically inert clear Type I borosilicate 33 expansion glass, or for light sensitive samples, of amber 51 expansion glass. Silicone/PTFE is the most widely used material combination for septa used in vial closures (caps and seals). Both types of silicone and butyl rubber septa have a PTFE barrier layer which faces the sample, thereby reducing contact between the sample and the silicone or butyl rubber which is preferable for samples being analyzed for solvents.

**Suitable analyses:**

- Residual solvents



**Centrifuge  
Tubes**

Centrifuge tubes are typically used in laboratory centrifuges, machines that spin samples in order to separate solids out of liquid chemical solutions; however, these can be used for sample collection as well.

**Suitable analyses:**

- Metals,
- Filth and Foreign Material
- Water Activity & Moisture Content