

**Kansas Value Added Foods Lab**

1530 Mid Campus Drive North

203 Call Hall

Manhattan, KS 66506

Dear Valued Client,

Thank you for inquiring about the Kansas Value Added Foods Lab (KVAFL) at Kansas State University. We offer a wide variety of services, including, but not limited to:

* Nutrition Facts Panel Generation and Ingredients Listing
* Chemical and Physical Testing: *pH (acidity), Brix (percent solids), Aw (water activity), Color Analysis, Microbiological Testing*
* Process Authority services
* Educational Opportunities for Food Processors such as: *HACCP (Hazard Analysis Critical Control Points)*

***Please read through this entire document for important information on our services and in-state and out-of-state pricing prior to sending any products to the KVAFL.***

For more information about our capabilities, please visit our website ([ksre.k-state.edu/kvafl/](https://www.ksre.k-state.edu/kvafl/)*)* which describes the value-added services available at Kansas State University Research and Extension. Our services to our Kansas clients are at greatly reduced costs thanks to support from the Kansas Department of Agriculture (KDA).

**Also, please bear in mind, under Kansas laws, food processed for retail sales must be manufactured in a facility inspected and approved by the KDA.** For more information, go to [www.agriculture.ks.gov/fsl](http://www.agriculture.ks.gov/fsl)  or contact KDA at (785) 564-6767 or [KDA.FSL@ks.gov](mailto:KDA.FSL@ks.gov)

*From the Land of Kansas* is a benefit-based program for Kansas companies. Enrolling in this program will give you access to reduced prices for any of our services. If you wish to become part of this trademark program or have questions about the various membership benefits, contact the trademark team at (785) 564-6759 or <http://agriculture.ks.gov/divisions-programs/agricultural-marketing-advocacy-and-outreach-team/from-the-land-of-kansas>.

If you have any questions, please don’t hesitate to e-mail ([kvafl@ksu.edu](mailto:kvafl@ksu.edu)) or call the KVAFL at (785) 532-1294. We look forward to working with you in the future.

Sincerely,

Karen Blakeslee, M.S.

Co-Director

Kansas Value Added Foods Lab

Kelly Getty, Ph.D.

Co-Director

Kansas Value Added Foods Lab

**Client Testing Packages**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **TYPE OF**  **SERVICE** | **INCLUDES** | **WHAT TO**  **SEND** | **TEST**  **DURATION** | **Kansas Customer**  **Pricing** | **Out-of-State Customer**  **Pricing** |
| Process  Authority &  Labeling | * pH * Water Activity * Nutrition Facts Panel * Ingredient Statement * Sodium Content * ***Process Authority Letter\**** | * At least 2 samples from 3 separate batches of product (6 total) * 1 sample without any added acidifying agents * Completed copy of this paperwork with payment | 4-6 weeks | **$150**  per product | **$300**  per product |
| Labeling | * Nutrition Facts Panel * Ingredient Statement * Allergen Statement * Sodium Content | * Call for instructions on how many samples to send * Client & Product Information   Sheet   * Formula Sheet | 2-3 weeks | **$100**  Per product | **$200**  per product |

***\*$150 will be charged for every Process Authority Letter requested (call for details)***

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| --- | --- | --- | --- | --- | --- |
| **TYPE OF**  **SERVICE** | **INCLUDES** | **WHAT TO SEND** | **TEST**  **DURATION** | **Kansas Customer**  **Pricing** | **Out-of State Customer Pricing** |
| Individual Tests | * pH * Water Activity * Sodium Content * Brix (% soluble solids), or * Moisture Content | * Call for instructions on how many samples to send * Completed copy of this paperwork with payment | 2-3 weeks | **See pricing**  **on next page** | **See pricing**  **on next page** |
| Microbial  Analysis | * Total plate count * Yeast and Mold * Coliforms (E. coli, etc.) | * Call for instructions on   how many samples to send   * Client & Product   Information Sheet | 2 weeks | **$45**  per product | **$90**  per product |
| Shelf-Life Study | * Microbial Analysis * Physical/chemical Analysis * pH * Water Activity (Aw) * Sodium Content * Texture Analysis * Nutrition Facts Panel | * Call for how many samples   to send   * Client & Product   Information Sheet | Product dependent | Product dependent | Product dependent |
| Sensory/Consumer  Testing | * Contact us for more details on our capabilities for this testing. | * Dependent on product. Please contact us at [kvafl@ksu.edu](mailto:kvafl@ksu.edu). | Product dependent | Product  dependent | Product  dependent |

**Client & Product Information**

*\*\*When possible, please use MS Word to provide us an electronic copy of this form by email (*[*KVAFL@KSU.EDU*](mailto:KVAFL@KSU.EDU)*). When sending your product to the lab for testing, we also need a hard copy of this form in the box, accompanying your product.*

Name Date

Company

Address

City State Zip

Phone (work) (home)

E-mail

Product(s) #1: Container Size(s) #1:

#2: #2:

#3: #3:

**Testing Needed:** (mark all that apply)

**Prices reflected are: (Kansas Clients/Out-of-State Clients)**

**❑ Process Authority Letter & Nutrition Label Combo ($150/$300 per letter**). ***Multiple products or formulations will require separate Process Authority letters.* BE SURE TO PROVIDE A DESCRIPTION OF YOUR PROCESS—SEE NEXT PAGE FOR DETAILS.**

**❑ Process Authority Review Letter ($100/$200)**

**❑ Nutrition Labels ($100/$200)**

**❑ Shelf Life Study (Product Dependent)**

**❑ Microbial Testing** ($45/$90 for full analysis): check all that apply.

**❑ Aerobic Plate Count** ($15/$30) **❑ Yeast & Mold** ($15/$30) **❑ Coliforms (E. coli)** ($15/$30)

**❑ Sensory / Consumer Testing** (please contact for details and pricing)

**❑ Individual Tests** (check one or more)

**❑ pH** ($15/$30) **❑ Instrumental Color Evaluation** ($100/$200)

**❑ Water Activity (Aw)** ($15/$30) **❑ Gluten Testing** ($100/$200)

**❑ Sodium Content** ($15/$30)

**❑ Brix** ($15/$30)

**❑ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(**call for pricing**)**

Please provide the ingredients for your product in the table below (feel free to extend the table to accommodate all of your ingredients). **PLEASE TYPE THIS INFORMATION, DO NOT HAND WRITE. THANKS!**

**Formula Sheet\*\***

|  |  |  |
| --- | --- | --- |
| **Specific Ingredient**  (e.g. Heinz Ketchup)  *Include specific brand names with ingredient descriptions* | **Ingredient Weight or Volume ONLY (e.g., grams, fluid ounces, milliliters)**  *Do not provide household measurements, e.g. teaspoons.* | **Ingredient Components**  *(Include all ingredient components, e.g., tomato concentrate from red ripe tomatoes, distilled vinegar, high fructose corn syrup, frozen, fresh or canned ingredient)* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

***\*\*Providing details, such as the brand name, spec sheets, and nutrition facts panels for each ingredient expedites the generation of your Nutrition Facts Panel. Use more than one sheet, if necessary, or provide other documentation. We will contact you if we need additional information. You may be asked to contact your supplier to provide additional nutritional information for label accuracy.***

***FOOD PROCESS DESCRIPTION***

***PROVIDE A DETAILED DESCRIPTION OF YOUR PROCESS—INCLUDING TEMPERATURE AND TIME INFORMATION, AND THE TYPE OF RETAIL CONTAINER FOR THE PRODUCT.* Include all processing parameters such as temperature, holding time, inverting the container after filling, etc. *If the container is plastic, indicate the maximum temperature the plastic can withstand. Please use as many pages as necessary to provide us with a thorough description of your food product process.***

***Call (785) 532-1294 or email (***[***KVAFL@KSU.EDU***](mailto:KVAFL@KSU.EDU)***) the lab to confirm tests to be conducted and confirm costs of analysis.***

**SEND ALL PRODUCTS TO: *Kansas Value Added Foods Lab***

Kansas State University

1530 Mid Campus Drive North

216 Call Hall

Manhattan, KS 66506

**MAKES CHECKS PAYABLE TO:** Kansas State University

***\*Call the Kansas Value Added Foods Lab to confirm pricing prior to sending payment. Payment must be received prior to testing and can be sent along with the products to be tested.***

**DID YOU REMEMBER TO INCLUDE?**

|  |  |
| --- | --- |
| **❑** | Product formulas and ingredient information |
| **❑** | Client & Product Information Sheet with testing needs marked |
| **❑** | Appropriate number of samples |
| **❑** | A check for the appropriate amount |

***\*Please be aware that your company is solely responsible for the content and accuracy of your labeling and Kansas State University assumes no liability for your use of the nutrition facts labels. By submitting this application and engaging us to calculate the labels, you expressly agree to hold harmless and indemnify Kansas State University, the State of Kansas, the Kansas Board of Regents, and all their agents, officers, and employees, from all claims, demands, and causes of action of any kind that may arise as a result of its performance of these activities.***

***Confidentiality Notice: All formulas, concepts, ideas, and/or other intellectual property of KVAFL clients shall remain confidential, and will not be used by KVAFL employees, or other Kansas State University students, for personal gain unless agreed upon by both parties.***

***KEEP COPIES OF ALL SUBMITTED PAPERWORK FOR YOUR REFERENCE!***