

# Horticulture Diagnostic Laboratory



**Cornell University**  
Cooperative Extension  
of Suffolk County  
[www.ccesuffolk.org](http://www.ccesuffolk.org)

Extension Education Center  
423 Griffing Ave, Ste 100  
Riverhead, NY 11901-3071  
631-727-4126

Bayard Cutting Arboretum  
Montauk Hwy  
Great River, NY 11739  
631-581-4223



## Plant Identification - Submission Form

**Fee: \$7.00 per specimen**

Make checks payable to *Cornell Cooperative Extension—Suffolk County*

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Date \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_

Send report via email (***Print Legibly***)

Office Use Only

# of Samples \_\_\_\_\_

Amount Paid \_\_\_\_\_

CCE Staff \_\_\_\_\_

Are you submitting the plant for:  Identification (ID) only  ID and control  ID and care of  ID/poisonous  ID/edible  other \_\_\_\_\_

### Where is the plant growing? (Check)

In a lawn	In a vegetable garden	In a landscape planting	In a fruit orchard	In a native wooded site	In a native meadow	Along a roadside	Other (explain below)

Other : \_\_\_\_\_

### Flower color (Check)

Red	White	Blue	Pink	Purple/violet	Yellow	Other (describe)

Month/season of flower: \_\_\_\_\_

### What kind of plant? (Check)

Woody tree	Woody shrub	Vine	Ground-cover	Annual flower	Perennial flower	Biennial flower	Bulb	Fruit tree	Grass	Berry	Weed	Other

Other: \_\_\_\_\_

### Fruit/seed color (Check)

Red	Blue	Purple	Yellow	Other (describe)

Month/season of fruit: \_\_\_\_\_

### Growth habit of plant? (Check)

Single trunk/stem	Multiple trunk/stems	Climbing/attached	Ground-cover	Clump	Grass-like	Spreading	Not upright low/close to ground	Other (describe)

**Use this space to provide more information:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# How To Select and Submit Plant Samples for Identification

**1. Identification of plant samples can not be completed while you wait—reports are sent out by mail or via email.**

## **2. Collecting plant samples:**

- It is helpful to collect as many samples as possible.
- Identifying plants from a single leaf, flower, fruit, etc. is difficult if not impossible at times.
- The best way to have a plant identified is to submit a stem/twig/branch that has several leaves, flowers, fruits, etc. attached.
- Place fresh samples in a plastic zip-lock or similar bag. Punch several holes in the bag to release moisture. Do not add water to the sample or bag. Another alternative is to press plant samples in good condition between layers of newspaper or paper towels.
- Obtain the sample(s) if possible just prior to shipping to or dropping off at one of the Labs to ensure the sample is fresh.

## **3. Packing/Shipping**

- Select a strong container, such as a corrugated box, that will not crush in transit. Depending on the samples sent a padded type envelope will also work. Avoid sending samples in regular envelopes since they often arrive crushed and difficult if not impossible to identify.
- Use a layer of appropriate packing material (i.e. Styrofoam, crushed paper, packing peanuts, etc.) on the bottom of the box. Place the sample on top of this material and then fill in the space above the sample with more packing material to prevent the samples from moving during transit.
- Mail samples early in the week.
- Include this completed data form with your sample.
- If you are not shipping the sample, but rather dropping it off — then placing the sample in a plastic bag works fine.

## **4. Payment/Mailing Address**

- The fee for identification is \$7.00 per different type of plant sample. Payment is due when dropping off samples or should be included with samples that are shipped.
- You may bring or mail your plant sample to one of the Labs listed on the front page. Both Labs have “drop off” boxes for after hour, weekend or holiday drop off. The drop off box at the Riverhead office is located at the rear door entrance.