Wageningen Evaluating Programs For Analytical Laboratories



WEPAL-QUASIMEME PARTICIPATION INSTRUCTION MANUAL

(Juli 2025)

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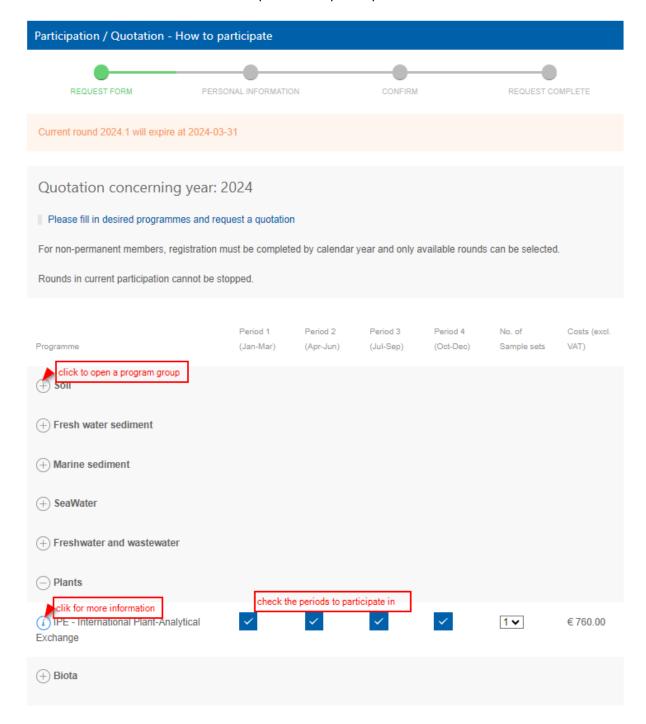
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How to Participate

As new member you can fill in a subscription form and get an overview of the participation costs.

1. Open subscription form and open a specific program group.

- For more information about a program, click on i.
- Add checkmarks for the periods to participate in



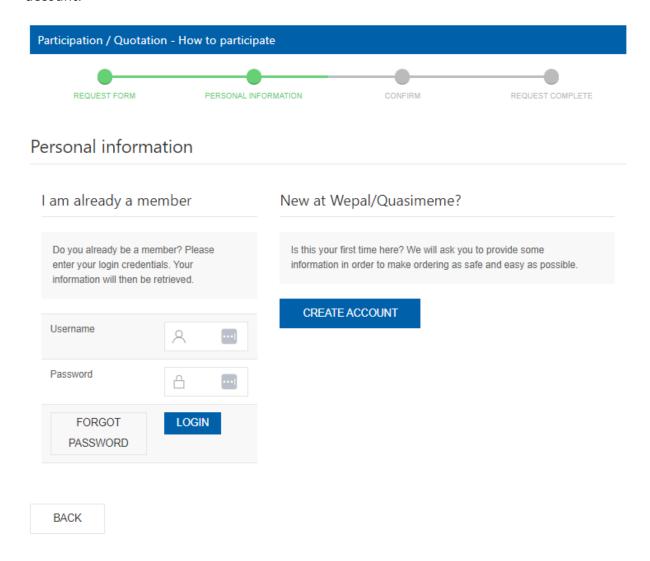
2. Verify your participation Verify your participation and shipment information by post or by courier.

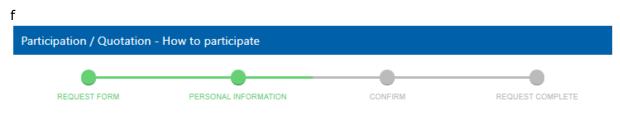
Total programs	€ 760.00
Administration cost	€ 30.00
Shipments by post (IPE: 4 rounds)	€ 40.00
Total amount (excl. VAT) in Euro	€ 830.00
Note: If you want to participate in an ongoing round (period), we will contact you if participation for that round is not possible anymore (application date to close to the deadline of that round).	
Shipment information	
Shipping costs depends on your address and the weight of the order/ordered samples). Choose from the following options	
Wepal	
 Default shipment: IPE by post (€ 10.00 per round) Send all materials by courier (€ 30.00 per round) Send by your own courier, please specify courier name: 	
CONTINUE QUOT	ATION

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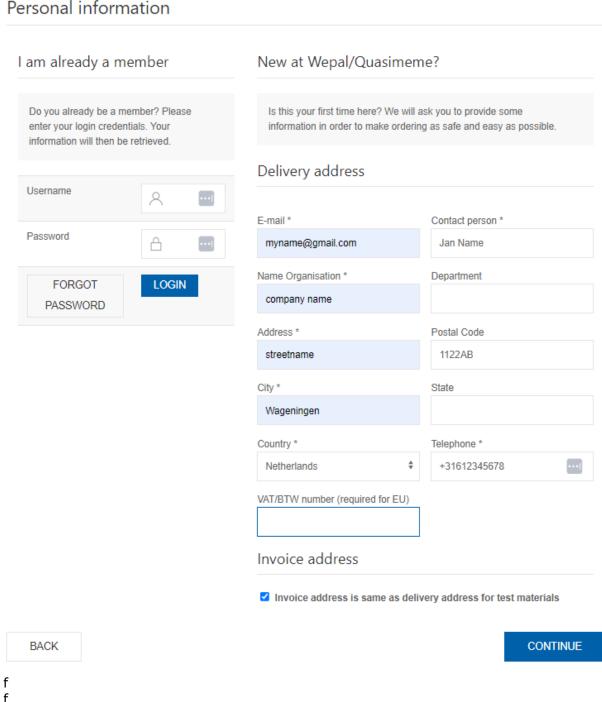
3. Login or fill in your delivery address

If you are already a member, you can login with your username and password. Your account information will be automatically filled in. Otherwise you can create a new account.





Personal information



4. Invoice address (optional)

Select checkmark to fill in different invoice address.

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5. Confirm and request a quotation or submit the order

Permanent member option

- if you want to participate as permanent member, check this option. Permanent members get discount 3% and are free of administration.

Download Quotation

 you will get a PDF file you can send back to and send this later to wepalguasimeme@wur.nl

Submit New Participation

- you can submit the registration online

Default shipment

- Choose your shipment option; if not default, shipmentcost will then be changed.
- Check your delivery address and optional invoice address.

Order Information

- Please provice us order information if we need a purchase order for invoice and if special custom requirements may be applicable for your country, e.g. phytocertificates or specific statements.

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Participation / Quotation - How to participate REQUEST FORM PERSONAL INFORMATION CONFIRM REQUEST COMPLETE

Confirm and request

Thank you very much for contacting WEPAL-QUASIMEME.

Choose one of the two options to submit the reguest for participation:

- 1. Click submit new participation to participate in proficiency tests organized by WEPAL-QUASIMEME.
- 2. Download the quotation and send it to us by email eventually with extra information i.e. purchase order number.

WEPAL-QUASIMEME is part of Wageningen University (reg.nr. 09215846) and offers nine globally accredited proficiency testing programmes.

First exercise will start in 2024, period 1 (Jan).

Program	Period 1 (Jan-Mar)	Period 2 (Apr-Jun)	Period 3 (Jul-Sep)	Period 4 (Oct-Dec)	No. of Sample sets	Costs (excl. VAT)
IPE	+	+	+	+	1	€ 760.00
Total prog	rams					€ 760.00
Discount permanent member: 3% of €760.00 € -22.8						
Total amount (excl. VAT) in Euro						
+ = new r	equested, - = no regis	tration				

Shipment information

Shipping costs depends on your address and the weight of the order/ordered samples). Choose from the following options

Wepal

0	Default shipment:
	IPE by post (Free)
	Send all materials by courier (€ 30.00 per round)
	Send by your own courier please specify courier

Permanent membership

want to subscribe as permanent member: • Yes O No

d

Delivery Address

BACK	DOWNLOAI	QUOTATION SUB	MIT NEW PARTICIPATION
I agree to the General Terms at	nd Conditions		
			,
·	57		
Please provide us all information n	needed for billing, i.e. purchase orde	r.	
Order information			
Same as delivery address			
Invoice Address			
Vat:			
Country:	Netherlands	Telephone:	+31612345678
City:	Wageningen	State:	
Address:	streetname	Postal Code:	1122AB
Organisation:	company name	Department:	
Email:	myname@gmail.com	Contact Person:	Jan Name