

## CASH Submission Form Guide

This guide is intended to provide step-by-step directions for submitting the Comprehensive Assessment of Soil Health (CASH) Form to the Cornell Soil Health Laboratory. If you have questions, please contact the lab at [soilhealth@cornell.edu](mailto:soilhealth@cornell.edu) or (607) 227-6055.

CASH submission form:

1. Record sampling location for both State and County.
2. Mark "Y" if samples are from outside the contiguous United States. These soils are considered quarantined and you must contact the Cornell Soil Health Lab prior to shipping - [rrs3@cornell.edu](mailto:rrs3@cornell.edu). Special shipping and lab protocols are in place and they are subject to an additional 15% processing surcharge.
3. Record contact name or email for billing purposes. Checks can be made out to Cornell University. If you pay by check, please indicate you did so by marking the box. If not, you will be contacted in 2-3 weeks with a link to a secure pay-portal. This will enable you to pay by credit card.
4. Record grower name and/or sample location, address and email.
5. Record Ag service provider name, email and phone number, if applicable.
6. Number individual samples sequentially.
7. Record field identification (ID) or sample name for each sample submitted.
8. Record date sampled in mm/dd/yy format.
9. Record the testing analysis package. See page 2 for a list and more details or visit [bit.ly/CSHLPackages](http://bit.ly/CSHLPackages). You can simply put "B" for Basic, "S" for Standard, or "E" for Extended.
10. For Add-on (Additional) testing see page 2 for list and more details or visit [bit.ly/CSHLPackages](http://bit.ly/CSHLPackages).
11. Record GPS coordinates in decimal degrees for each sampling location. (It is not necessary to submit each sub-sample GPS location just the location of the area/field samples have been taken from.) Follow this link to find GPS coordinates: <https://itouchmap.com/latlong.html>
12. Record soil series name. Follow this link for the Web Soil Survey: <http://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm>
13. Record tillage depth using codes on submission form. No-tillage = 1; 1-7 inches = 2; 7-9 inches = 3; > 9 inches = 4.
14. Enter crop codes for past three years, including the current year. Codes can be found here: <http://bit.ly/2fjULu1>
15. Record the same sequential number from box 6 on page 1. Then record the highest number encountered in the 1-6" and 6-18" depth of insertion of the penetrometer for each subsample location. For more information on how to take readings visit [bit.ly/SHPenetrometer](http://bit.ly/SHPenetrometer).
16. Email form to [soilhealth@cornell.edu](mailto:soilhealth@cornell.edu) and enclose a copy of submission form in the box with samples.

Additional information on soil sampling, sample submission and sample shipping protocol is available on the CSHL website: <https://soilhealth.cals.cornell.edu/testing-services/>

### **IMPORTANT - Cornell Soil Health Laboratory Guide to Prohibited Counties**

The Cornell Soil Health Laboratory cannot accept samples from certain counties within the states of **California, Florida, Idaho, Oregon and Texas**. These samples will be destroyed upon arrival.

Definition of **prohibited** counties: Areas from where soil should neither be packaged or shipped. Soil received from these counties will be treated as quarantined and destroyed without processing.

For our current list of **prohibited** counties please visit [bit.ly/SoilHealthProhibitedCounties](http://bit.ly/SoilHealthProhibitedCounties).