



**ROYAL
BOTANICAL
GARDENS**

**LES JARDINS
BOTANIKUES
ROYAUX**

**Tel: 905-527-1158
Fax: 905-577-0375
www.rbg.ca**

Plant Identification Request Form

Contact information

Name: _____ Affiliation/Employer: _____

Address: _____ Phone: _____

_____ Fax: _____

_____ e-mail: _____

RBG Member: Y / N

For non-members, or for time-sensitive requests, services can be acquired for \$60 CAD per hour. Contact us for more information.

Specimen Details

*Please include the following details for each specimen. Identify separate specimens with a unique letter or number ID. Include Additional pages if necessary. Additional forms are available at: www.rbg.ca/Page.aspx?pid=418

Collection Date: _____ Specimen letter/number: _____

Specimen Collection Location: _____

Habitat or Garden Description: _____

Plant Type: Tree / Shrub / Vine / Herbaceous / Other: _____ Plant Size: _____

Flower colour/size: _____ Fruit colour/size: _____

Additional information about your specimen: _____

Instructions for Sending Specimens

MAIL TO:
RBG Herbarium Curator
Royal Botanical Gardens
P.O. Box 399 Hamilton,
Ontario, Canada L8N 3H8

SPECIMEN DROP OFF (office hours only):
Royal Botanical Gardens
680 Plains Rd. West
Burlington, Ontario, L7T 4H4
Attention: RBG Herbarium Curator

For further information on RBG's plant identification services, contact RBG's Herbarium Curator at 905.527.1158 ext. 238, niwanycki@rbg.ca

HAM HERBARIUM USE

ID Tracking No.: _____

Estimated Costs: _____

No. Specimens donated: _____

No. Specimens Rec'd: _____

No. Specimens ID'd: _____

Identification results and collection information may be provided to authorised staff at the Natural Heritage Information Centre and Ontario Ministry of Natural Resources for use in distribution analyses or regulatory purposes. The source of the information will remain confidential where possible.



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Plant Identification Services

Herbarium and taxonomy staff at the Royal Botanical Gardens offer professional plant identification services to its members and clients. Our plant identification service includes determination of plant name, provincial and regional status, and if needed, geographic distribution. Accepted taxonomic names are provided; synonyms may be provided upon request. Our expertise is in native and naturalized plants of the region, though identification, to some level, of tropical plants and cultivated garden varieties is available. Contact Herbarium Curator at 905.527.1158 ext. 238 or niwanycki@rbg.ca for further detail.

Plant Specimens Guidelines

Identifications are provided for fresh and/or dry plant specimens, and also for photographs, where possible. Specimens should be of as high quality as possible and include stems with leaves attached, basal leaves (if any), flowers, fruits, bulbs, rhizomes, tubers, etc. To facilitate identification of unknown plants, it is important that information associated with each specimen be as complete as possible. The level of identification typically depends on the quality of the specimen and information on the plant and site of collection. Digital photographs may be submitted to compliment pressed or fresh specimens. RBG may photo-document specimens submitted for identification.

Instructions for Preparing Fresh or Dry Specimens for Identification

Fresh specimens should be prepared by blotting excess water from the plant, placing in a plastic bag, and delivering/shipping immediately. Fresh specimens must be received within a day of collection from the field.

In the absence of a plant press, specimens can be prepared by pressing and drying between sheets of newspaper weighted down with a board or heavy box for a few days in a dry place. Check specimens daily and change newspaper regularly if paper is damp.

Ensure that flowers are visible and that leaves are pressed flat, showing the variation of the plant.

Keep the dried specimens in sheets of folded newspaper and place them between two pieces of cardboard. Specimens should be numbered and labeled with necessary collection information and carefully packed in a box or large protective envelope to prevent breaking or crushing of the plant prior to delivery. Additional protective packaging materials such as bubble wrap could be used to ensure plants are adequately protected.

For each individual specimen, include information on where the plant was collected, including detailed habitat or garden information, county, nearest town, and the date collected. Record information that may have been lost during drying such as the fresh flower colour and aroma. Record the growth habit of the plant (tree, shrub, vine, herbaceous plant) and any other pertinent details.

Include a copy of the Plant Identification Form with the package and clearly indicate your contact

Please indicate if an official letter should be provided with determinations.

Please indicate if you wish to have specimens reviewed for donation to RBG's Herbarium (HAM). Otherwise, please indicate if you wish to have the specimens returned to you.