**AFRICAN CHRONOMETRIC DATING FUND (ACDF) 2023-24**



**ACDF-Poznan Radiocarbon Lab Agreement for Rate of 256 €/Sample:
Instructions for Participating SAfA Members**

It is with pleasure that I announce an agreement between the Poznan Radiocarbon Lab and the African Chronometric Dating Fund (ACDF), a SAfA service committee. It allows SAfA members in good standing to pay 256 Euros per sample for AMS C14 dating, as long as at least 100 samples are submitted during the 2023-24 year (July 1, 2023, through June 30, 2024). Currently, individual SAfA members have confirmed they will send a minimum of 96 samples during the period specified. Please note that the ACDF will also be awarding dating funds to African scholars in March 2024 and these samples (up to 40) will also count as part of the 100 samples. If everything goes well, this agreement can be renewed annually.

For this program to work, the following instructions must be fulfilled:

1. Only current SAfA members are eligible. If you plan to send samples after your current membership expires, you will need to renew your membership in order to continue to participate.
2. Samples can be from projects run by a single member or those with multiple members, as long as the person taking the lead and ensuring payment is a current SAfA member.
3. Participants can send samples whenever they wish during the above-mentioned 2023-24 period.
4. The Poznan rate is strictly for normal precision AMS dating of charcoal and other organics that do not require special processing or specialized services, i.e., wood charcoal, *E guineensis* and *C. Schweinfurthii* carbonized endocarps or *Pennisetum* seeds or other materials that do not require specialized filtering techniques. If higher than normal precision is required, prices must be negotiated with the Poznan Radiocarbon Lab. If bone collagen is to be dated, there is an additional fee of 48 Euros (currently $52.66) for collagen extraction. Please see the list of materials radiocarbon dated at Poznan at <https://radiocarbon.pl/en/submission-info-and-price-list/>.
5. VAT fees: It is our understanding that people from countries outside the European Union do not have to pay VAT fees, including Africa, North America, and the UK. Private individuals from EU countries must pay a VAT fee. EU institutional customers do not have to pay a VAT fee, if an EU VAT number of the ordering institution is provided or a declaration that this institution is not a payer of VAT in its country.
6. For sending samples, follow procedures outlined by Poznan at <https://radiocarbon.pl/en/how-to-pack-and-send-samples/> that we copy below (except for additions in red):
	1. Please pack each sample separately (e.g. in a zip bag or plastic vial), in a way preventing its contact with the atmospheric air, and make it clearly labelled, register each sample through our online registration form ([download DOC [Word] form](https://radiocarbon.pl/wp-content/uploads/2018/07/infosheet.doc), i.e., Sample Information Sheet). Alternatively, describe your samples on our Word-type information sheets ([open on-line sample registration form](https://radiocarbon.pl/?page_id=476)), and send them to Poznan either via e-mail or in printed form (sent together with the samples). When you fill out either form, you must include the address of the individual or institution to be billed.
	2. pack all of the samples into a rigid box or bubble envelope (having in mind, that sample vials placed in a soft envelope, might be cracked during shipment).
	3. when sending samples from outside the European Union, please attach (if possible: outside the parcel) a custom declaration (preferably on our form ([download](https://radiocarbon.pl/wp-content/uploads/2018/07/customs_declaration.doc)), with the minimum “value for customs purposes” stated. [A slightly altered form of the custom declaration used by the ACDF that does not include the phrase “Pro-forma Invoice is attached to this email letter.]
	4. send your package to our postal address: Poznan Radiocarbon Laboratory, Rubież 46E, 61-612 Poznań, Poland.
	5. please provide an order, stating name, and postal address (and EU VAT number if applicable) of the institution/person willing to pay for dating your samples, and the total price ready to be paid.
	6. if you have any questions, please contact us at c.fourteen[at]radiocarbon.pl.
7. As soon as your package containing the samples, sample information sheets, and a billing address arrive at Poznan, Poznan will ask the ACDF for verification that the submitting individual is a current SAfA member. If true, then the ACDF will confirm SAfA membership by email to Poznan (which may take a couple of days).
8. Participating SAfA members must inform the ACDF of the number of samples submitted to Poznan, by writing to Bernard.clist@gmail.com. This will allow tracking of the total number of submitted samples during the 2023-24 period (July 1, 2023, to June 20, 2024).
9. Thereafter, Poznan will send an invoice for payment. Once payment has been received by Poznan via a bank transfer, the dating process will begin.
10. Based on the Poznan Radiocarbon Lab’s current turnaround time, Poznan will return dating information within 16-18 weeks after samples arrive. Results will be sent directly to the individual or institutional submitter. If an Institution is involved, it is recommended you provide a separate address to Poznan for the mailing of dating results.

Sincerely,

Philip de Barros
ACDF Chair