

PLANT IDENTIFICATION FORM PDIS # _____

COOPERATIVE EXTENSION SERVICE, Montana State University, Bozeman, MT and
U. S. Dept. of Agriculture and Montana Counties Cooperating

TO: Catherine Seibert
Herbarium (Plant Sciences Dept.), 408 Lewis Hall
Montana State University
Bozeman, MT 59717

Date: _____

Accompanying this form is a plant sample to be identified. **Items #1 through #3 provide critical data needed to help with identification**, but please answer all items before submitting the plant sample.

1. **Sample collected by:** _____ Phone: _____

Address: _____

2. **Sample was collected where? In this Montana county:** _____

In or near this Montana city, town, or major landmark: _____

If not Montana, specify where: _____

3. **Sample was collected in this habitat (=PDIS "host"):** (circle proper item or specify below)

cropland lawn garden house pasture forest roadside rangeland aquatic

crop-field: crop = _____ other: _____

4. **Sample is from this kind of plant:** (circle proper item)

cultivated landscape plant garden plant house plant weed wild plant other

5. **Sample is from this form of plant:** (circle proper item)

tree shrub vine forb herb cactus grass moss other

6. **Prevalence:** (circle proper item) abundant several scattered few or just one

7. **Other plant information:** _____

8. **Reference specimen (if possible) to be returned later:** (circle proper item) yes no

(Note: \$1.00 per specimen charge when they are returned to the county office.)

9. **Email identification info:** yes no **Email address:** _____

After receiving identification results, if you would like to have a control recommendation, please call either Cheryl Moore-Gough (home/garden weeds) at 994-6523 or Fabian Menalled (cropland weeds) at 994-4783.

COUNTY _____ AGENT _____

COMMENTS: (for use by Herbarium) _____

Guidelines for Submitting Plant Specimens for Identification

What to collect:

1. **Short grasses, small flowering herbaceous plants, low shrubs:** Collect several (at least three if possible) ENTIRE plants, including roots, plus extra flowers and/or fruits if available. Clean debris and soil from roots before shipping.
2. **Tall grasses and shrubs, herbaceous forbs, trees, long vines:** Collect several samples that adequately show stem features, leaves and leaf arrangement, and flowers and/or fruits. Collect extra flowers and/or fruits if available. If possible, collect or provide information about underground parts, ie. roots, rhizomes, bulbs, tubers, etc.
3. **Record collection data** and include State, County, geographic location of collection site, and date. This information is important to the identification process and is (later, usually at the County Extension Office) recorded on the **Plant Identification Form 149** which accompanies the plant submitted for identification. Please remember to fill out a separate Plant ID. Form 149 for each plant specimen/species submitted for identification.

How to care for and prepare collected specimens:

1. Plant specimens may be put directly into a plant press in the field or later, and submitted as a dried and pressed specimen.
2. Plant specimens may be allowed to dry without pressing, but are generally more difficult to package and require a larger (than otherwise necessary) box to ship them.
3. Plant specimens may be submitted "fresh" (not dried or pressed) and are best collected directly into a closed or ziplock-type plastic bag WITHOUT EXTRA MOISTURE and kept in a refrigerator until being shipped.

How to submit plant specimens for identification:

1. A **Plant identification Form 149** needs to be filled out for each species/specimen submitted for identification. The plant and form are then mailed together (please enclose the plant id. form within a protective covering, eg. a plastic sandwich bag, if that form is put directly into the closed plastic bag housing the plant specimen) in an (oversized) envelope or box. Package the specimen so as to minimize potential damage from mail handling, eg. placing dried specimens between pieces of cardstock or cardboard within the outer package. In general, a box is a preferable mailing container to an envelope.
2. Plant specimens are usually mailed by/from the County Extension Office to:

Catherine Seibert (Plant Taxonomy Specialist)
MONT Herbarium, 408 Lewis Hall
Montana State University
Bozeman, MT 59717

3. Plant identification results are recorded on the original Plant ID. Form 149 (submitted with the plant) and returned to the County Extension Office. The same results may also be emailed directly to the client and/or County Extension Agent if an email address is provided on the plant id. form.