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PACKAGING & SHIPMENT INSTRUCTIONS

SAMPLE FIXATION & PACKAGING

Ensure the submitted sample is appropriately fixed (12-24 hours) before shipment. Fixation time vary depending on the size of the sample.

Transfer the sample into a leak-proof container for shipment; it is recommended to ship the sample in a smaller volume of fixative to avoid spillage.

- We recommend using jars/ containers (with tightened lids) or food grade heat sealable bags.
- If utilizing a lidded container, use a flexible sealing film (such as Parafilm) if possible, to ensure a tight moisture-barrier.

Label the sample container with the following information (may vary):

- Study ID
- Animal ID
- Sample/ Tissue

SAMPLE SHIPMENT

Ensure the contained sample is placed into secondary containment and additional absorbent material when placed into the shipping box.

- 1. Double line a box with two large, thick trash bags.
- 2. Add absorbent material (such as puppy pads) to the inside of the bags at the bottom.
- 3. Place the sample container(s) inside of the trash bags and tie off tightly.
- 4. If there is extra space in the box, we recommend adding additional packaging materials (bubble wrap/ packing paper) to prevent the sample container from shifting.
- 5. If possible, please include a hardcopy of the sample manifest.

It is critically important the samples <u>do not</u> leak during shipment. If leaks occur that cause the box to become visibly soaked, UPS and FedEx may dispose of the box and its contents as a hazard.

Additionally, we do not advise shipping out tissue samples over the weekend when they will be in prolonged transit. This may increase the chance of package mishandling and leaking to occur.

Please address all shipments to the following:

VDx Preclinical Research 215 C Street, Suite 301 Davis, CA 95616 (530) 753-4015

Please forward any pertinent tracking information to our Research Services Team at <u>RST@vdxpathology.com</u> so we are privy to any shipping updates. If you have any questions or concerns, to not hesitate to contact us at (530) 753-4015.