

Sample Preparation and Shipping Guide for DNA Sample

To ensure DNA (Wet or Dry) samples are processed efficiently and accurately, please follow these packing & shipping instructions to help avoid delays and maintain the integrity of your samples.

Pre-Shipment

1. Sample Information Sheet
 - Complete and send the DNA sample information sheet to your project manager.
2. Send Shipment Tracking Information
 - Along with the sample information sheet, please provide the shipment information, such as the courier and tracking number.
3. Contact Project Manager
 - Confirm all details with your project manager before sending your samples

DNA Sample Submission Requirements

1. DNA Quantity
2. Minimum DNA requirement: DNA concentration **> 10 ng/µL**, with a total amount of **> 300 ng** of pure DNA per sample.
3. Plate Type
 - We accept 96-well plate format, as well as tubes for projects with less than 50 samples.
4. Plate Sealing
 - Seal plates with heat sealing or cap mats to prevent leakage and contamination.



- If using adhesive seals, please ensure the adhesive is compatible with freezing temperatures. Avoid using adhesive seals, if possible, to prevent leakage.

5. Labelling of Plates
 - Clearly label each plate with a barcode or permanent marker with the plate name matching the one in the Sample Information Sheet.

6. Packaging

- If shipping multiple plates, place a cardboard spacer between each plate to prevent piercing or damage to wells
- Do not stack plate on top of each other without the use of carboard spacer.
- We recommend using bubble wrap to wrap the plate with carboard spacer in order to avoid damage during transit



Shipping Instructions

For **WET DNA**, please follow the following shipping instructions:

1. Pack in an insulated shipper box filled with either ice packs (1-2 day shipping duration) or dry ice (3days or more shipping duration).
2. Ensure that the ice packs/dry ice are packed along ALL SIDES of the insulated shipper box. Pack DNA plates snugly with refrigerant to reduce shifting or movement during shipment.
3. Make sure the box is clearly labelled on the outside with relevant documents (invoice, packing list, dry ice permit, etc.) attached.
4. Avoid weekend deliveries to prevent thawing of ice packs/dry ice and samples
5. Provide the project manager with the Sample Information Sheet and shipment tracking information.

For **DRY DNA**, please follow the following shipping instructions:

1. Dry DNA can be sent at room temperature.
2. Pack in a box with shock-absorbing material, such as bubble wrap or foam, to prevent damage to the plates/samples.
3. Make sure the box is clearly labelled on the outside with relevant documents (invoice, packing list, dry ice permit, etc.) attached.
4. Avoid weekend deliveries to prevent extended holding at courier site with temperature fluctuations.
5. Provide the project manager with the Sample Information Sheet and shipment tracking information.

To verify the shipping address, please contact your project manager or email cs@molbreeding.com

PLEASE CONTACT US IF YOU HAVE ANY QUESTIONS!