

REQUIREMENTS FOR SHIPMENT OF SAMPLES TO THE MONOGENIC NETWORK

1. Preferred sample type is **high quality genomic DNA** from blood (alternatively from saliva)
 - ✓ Required volume: >60µl
 - ✓ Required concentration: >50 ng/µl (in TE buffer)
 - ✓ Quality: OD 260/280nm: ~1.8

Shipping instructions: Submit sample in a clearly labeled 1.5~2.0ml microcentrifuge tube sealed with parafilm tightly. Place sealed microcentrifuge tubes in a 50ml disposable screw cap tube or a small solid box for additional insulation during shipment. To prevent sample tubes from moving during shipment, fill any remaining space in the 50ml tube or box with clean tissue paper or bubble wrap prior to sealing. Include a printout of the [“sample information sheet DNA”](#)).

Usually you can ship at room temperature or add some cool packs. Please email to monogenic.gp2@neuro.uni-luebeck.de with the respective tracking number and the [“sample information sheet DNA”](#) when sending off the shipment. Preferred shipping days are Mondays and Tuesdays.

2. Alternatively, you can send **fresh ~10 ml EDTA blood**.

Collecting and shipping instructions: The tubes should be filled properly, inverted (not shaken) 10 times carefully. After collection, the tubes should be kept at 4 degrees Celsius (do not freeze) and send off as soon as possible. Place the EDTA tube in a 50ml disposable screw cap tube or a small solid box for additional insulation during shipment. To prevent the EDTA tube from moving during shipment, fill any remaining space in the 50ml tube or box with clean tissue paper or bubble wrap prior to sealing. Include a printout of the “sample information sheet blood”.

Usually you can ship at room temperature or add some cool packs. Please email to monogenic.gp2@neuro.uni-luebeck.de with the respective tracking number and [the “sample information sheet blood”](#) when sending off the shipment. Preferred shipping days are Mondays and Tuesdays.

3. You can also use a **filter card** for collecting dried blood spots if a blood drawn is not possible. Please contact us (monogenic.gp2@neuro.uni-luebeck.de) for shipping respective material first.
4. If you neither have isolated DNA nor can freshly collect a sample, we can also accept (although not preferred), **frozen EDTA blood** (~5 ml) or a **frozen saliva sample**. In this case, the blood or saliva has to be shipped on dry ice.

Shipping instructions: Place the frozen EDTA/saliva tube in a 50ml precooled, disposable screw cap tube or a small solid box for additional insulation during shipment. To prevent the EDTA tube from moving during shipment, fill any remaining space in the 50ml tube or box with styrofoam pieces prior to sealing. Fill package with at least 5 kg dry ice in a Styrofoam box. Include a printout of [the “sample information sheet blood”](#). Please email to monogenic.gp2@neuro.uni-luebeck.de with the respective tracking number

and [the “sample information sheet blood”](#) when sending off the shipment. Shipping has to be done on a Monday or Tuesday.

For all shipments, please ensure that the tubes are properly labeled with their ID (as issued by the Portal after sample submission), gender, and submitter (as used in the Portal).

Ship all samples to the Monogenic Network in Lübeck, Germany:

c/o Susen Schaake

University of Luebeck

Institute of Neurogenetics

Marie-Curie-Strasse, BMF building 67, 1st floor, room 46

23562 Luebeck

Germany

Phone: +49-451-3101-8201

Fax: +49-451-3101-8204