

INSTRUCTIONS FOR SAMPLE COLLECTION AND SHIPMENT OF ICS-DIGITAL <sup>™</sup> TESTS				
Sample	Method	Volume & concentration	Temperature	
			Storage (optional)	Shipment
DNA	Harvest genomic DNA from the cell line to be analysed using an appropriate genomic extraction kit. We recommend the use of a column extraction kit for optimal digital PCR results (do not use quick extraction protocols). Determine the concentration and quality of genomic DNA samples using an appropriate method.	DNA concentration: ≥ 10 ng/µL if dosed by Qubit or ≥ 50 ng/µL if dosed by Nanodrop Volume: ≥ 40 µL*	-30°C -10°C -20°C	Room temperature
Cells	Dissociate cells (with enzymes, EDTA, etc.), centrifuge them (1200 rpm; 5 min), and discard the supernatant. Wash the cell pellet with PBS, centrifuge and discard supernatant. Frozen cell pellets must be sent on dry ice.	Dry pellet ≥ <b>500,000 cells</b>	-30°C -10°C -20°C	-30°C -10°C Dry ice
Cells in culture media	Prepare a 1.5 mL or 2 mL safe-lock tube with $\geq$ 1 mL of fresh culture media or cell culture supernatant (pipetted before cell dissociation). Dissociate cells (with enzymes, EDTA, etc.) and centrifuge them (1200 rpm; 5 min). Add $\geq$ 500,000 of dissociated cells to the previously prepared tube and add culture media to reach available volume. Send the cells at room temperature following the instructions below.	≥ <b>500,000 cells</b> in fresh culture media or supernatant	-30°C -10°C -20°C	Room temperature
* <u>Warning</u> : if the volume sent is < $40\mu$ L, it will be levelled to $40\mu$ L with H2O then quantified with the Qubit				

fluorometer.

Fill in the Sample release form carefully for all the samples to be tested and send it by e-mail in an Excel format to <u>services@stemgenomics.com</u>.



## Shipment (The following instructions must be strictly followed)

The mention UN 3373 "Biological substance, Category B" is mandatory on the sample package, therefore your sample must be sent in four layers of packaging as follows:

- 1) Sample must be in a leakproof tube
- 2) Place the tube in a first sealed bag with absorbent material (for example paper towel). The maximum capacity allowed is 1L.
- 3) Place the first sealed bag in a second bigger and sealed bag



4) Place the sample in a rigid packaging, or a bubble wrap envelop or in the specific UN 3373 packaging "Biological substance, Category B" provided by most shipping companies free of charge.

Send it to:

Stem Genomics - Testing Service IRMB - Hôpital Saint Eloi 80 avenue Augustin Fliche 34295 Montpellier - Cedex 5 France Phone number and email address to give to the transporter: +33 985 036 160 - <u>services@stemgenomics.com</u>

Declared value: 10 € (or USD) Description of Goods: samples HS Code: 3822.00.0000 or 3822.00.00.90 The proforma invoice must clearly indicate the mention "no commercial value" and "value for customs purposes only"