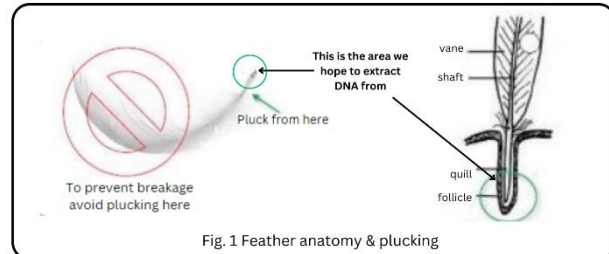


SAMPLE SUBMISSION INSTRUCTIONS

BIRD SERVICES

Suitable Sample Submission types:

- **Egg membrane:** Dried egg membrane with bloody areas or veins are preferable. This is because the DNA that we need is found in the blood cells found in these areas. Please do not send in 'wet' membrane or crushed shell as past experience has shown that such samples rarely yield a conclusive result and are simply not worth processing.
- **Feathers:** If possible, please send in at least six (6) plucked feathers for medium to large birds and ten (10) plucked feathers for smaller birds. Please note that **we cannot accept cut feathers** as we require the root/follicle of the feather. This is the area containing the DNA (see Figure 1).
- **Blood:** We ask for three (3) drops of blood sent in a tube or absorbed onto a cotton swab (please ask if you would like us to send you any sterile swabs).



Step-by-step:

1. a. If you are a new client, please complete our New Client Form.
b. Complete the chXout® Sample Submission & Processing Form (Birds). We have two versions of this form, just in case you have more than 20 samples to submit at any one time. Please type or write (clearly in ink) your own unique sample reference/ID and species (if known) for each sample you are intending to submit for analysis. Please complete the form in as much detail as possible.
2. **If sending in eggshell membrane, please ensure this is kept in a dust free, well-ventilated environment to dry. We will not process 'wet' or 'powdery' samples.**
a. Complete the information on the Ziploc bag label with the date, your client reference and your unique sample ID.
b. If you are sending us more than one sample, please wash your hands and clean any equipment you are using between collecting samples e.g. scissors/tweezers, to avoid cross-contamination.
c. Please collect the sample and place it into its labelled Ziploc bag.
d. If you are submitting more than one sample, repeat the above steps (2a-2c) for each sample, separately.
3. When sampling is complete, please email a typed or scanned copy of your Sample Submission & Processing form (and New Client form if required) to **sales@chxout.com** so that we are able to prepare our internal paperwork and let the laboratory team know when to expect your sample(s).
If you do not have access to an email account, then please include your completed forms with your samples for postage.
4. Please place the bagged sample(s) in to a secure/sealed envelope or jiffy bag. If you do not have your client reference number on your samples and have emailed your submission form, please make sure to include your name, email address & postcode for ID purposes.
5. Send your samples to us at:

chXout®, The Durham Genome Centre, Park House, Station Road Lanchester, DH7 0EX