

# SAMPLE SUBMISSION INSTRUCTIONS

## FUNGI ID

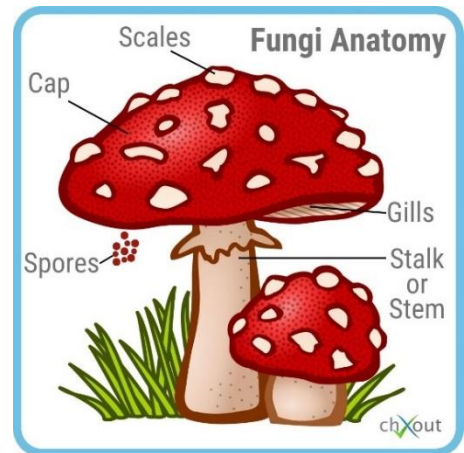
### SUBMISSION TYPES

We can currently accept samples of mushroom fruiting bodies for analysis. Please get in touch with us first if you are interested in DNA analysis of other types of fungi.

### PLEASE NOTE

Any results obtained from this service are for interest only and should be used in combination with taxonomic studies where possible. We do not make recommendations regarding the edibility of fungi species and results should not be interpreted as confirmation that a sampled fungus is safe to be eaten at any time.

chXout® will not confirm the identification of psilocybe/magic mushrooms.



### YOUR SAMPLE

#### Collection

Fungi can be found year-round with a peak season between September and late November.

When collecting fungi samples please ensure that you are following the **Countryside Code** (<http://www.gov.uk/government/publications/the-countryside-code>), making sure that you always seek landowner permission, avoid causing any damage or disturbance to the location or other organisms and leave the area as close as possible to the state in which it was found.

Please do not collect more than is necessary. Fungi are an important part of the ecosystem and can be extremely rare, including four species protected by schedule 8 of the **Wildlife and Countryside Act 1981**. We also recommend reading the British Mycological Society (BMS) **Code of Conduct** ([www.britmycolsoc.org.uk/field\\_mycology/conservation/code-conduct](http://www.britmycolsoc.org.uk/field_mycology/conservation/code-conduct)) prior to collecting any samples.

#### Photographs

If you have any photographs of the specimen(s) and/or the location, please ensure that they are labelled correctly with the corresponding sample ID (as provided on your sample submission form) and your client reference. These can be emailed alongside a copy of your sample submission form to [sales@chxout.com](mailto:sales@chxout.com). We will be happy to include any photos in your final report.

#### Notes

Please include any relevant notes about the specimen on your sample submission form. The form includes a section with suggested notes such as substrate type, colour, texture, smell etc. Please feel free to add any additional information in the space provided.

#### Packaging

Place the sample in a paper envelope wrapped in paper padding for protection (kitchen towel or equivalent is absolutely fine). Any form of unused paper or cardboard packaging is suitable as long as your sample is secure. If you have multiple samples to identify, please ensure they are packaged individually inside the main postage envelope and labelled clearly.

Please do **not** use plastic containers or Ziploc bags to send us your sample as this can cause fungi to sweat and mould to grow.

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### 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 (Fungi ID). Please type or write clearly (in ink) your own unique sample reference/ID and provide as much detail as possible in the sample notes as possible.
2.
  - a. Label the sample packaging with the date of collection, your client reference and your unique sample reference/ID to identify the sample (this will be used on your final report)
  - b. If you are sending us more than one sample, please ensure that you change gloves and sanitise any equipment you are using between collecting samples to avoid cross contamination. Please wear gloves when handling the sample.
  - c. A sharp, sterile knife and/or tweezers can be used to collect the sample. We recommend a piece (multiple smaller pieces are also acceptable) of around 20 x 20mm (or 100mg) so that we have a reasonable quantity in case the process needs to be repeated.
  - d. Please ensure that the sample is clean and dry and place it into its labelled paper or cardboard container (see page 1 for further information).
  - e. If you are submitting more than one sample, repeat the above steps (2a-2d) for each sample, separately.
3. When sampling is complete, please email a scanned copy of your Sample Submission & Processing form (and New Client form if applicable) to [sales@chxout.com](mailto:sales@chxout.com), so that we are able to prepare our internal paperwork and let the laboratory team know when to expect your samples(s).  
  
If you are not able to email a copy of your completed forms, please include these with your samples for postage.
4. Please place the collected sample(s) into a sealed envelope or jiffy bag. It is a good idea to use a small jiffy bag or include protective packaging to prevent crushing & sample degradation during transit.  
  
If you do not have your client reference number yet, please make sure to include your name, email address & postcode with your samples for ID purposes.
5. Send your samples to us at:  
chXout®, The Durham Genome Centre, Park House, Station Road, Lanchester, DH7 0EX
6. If you have chosen to pay online, pop your order through at [www.chxout.com/shop](http://www.chxout.com/shop) and we will match it up with your samples when we receive them.

If you have any questions at all, please do not hesitate to contact us and we will be happy to help.



[sales@chxout.com](mailto:sales@chxout.com)



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