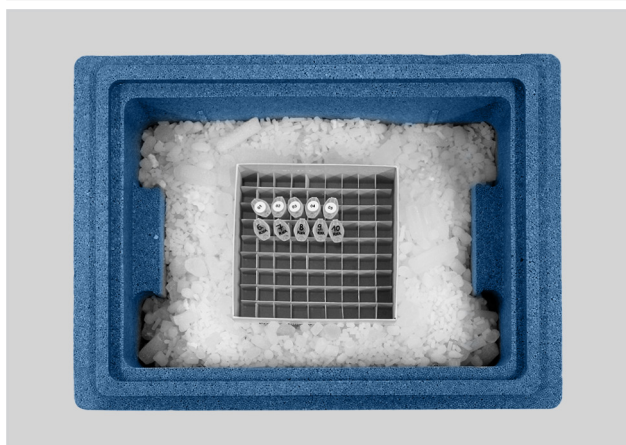


2. Place your tubes or plates in a cardboard or plastic box

! This is an important step, as tubes or plates should never come in a direct contact with dry ice as this can lead to cracks! Please label the box with your **project number, customer name and submitting organization/company**. Tubes can be placed in **cell partition** or a **plastic bag** within the box. We recommend using thin **bubble wrap** or **cardboard pieces** to stack multiple plates in one box to prevent direct contact of plates.



3. Place your cardboard or plastic box into a zip bag (for biosafety purposes)

4. Place the zip bag with your cardboard or plastic box into a styrofoam box filled with dry ice or frozen gel packs

Dry ice or **frozen gel packs** are necessary to keep your samples frozen, choose one or the other depending on the sample type you would like to ship. **If you are shipping RNA please use dry ice.** Use a **thick-walled styrofoam box** for shipping. If needed, add an outer cardboard box.

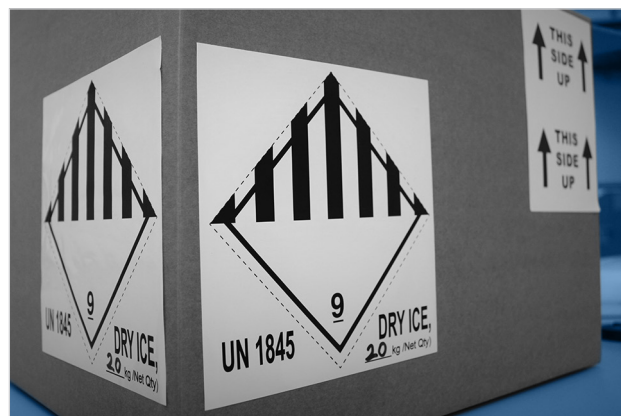
! Please ensure you are shipping your samples with **sufficient amount of dry ice** to reach our facility safe and sound. That depends on your samples and the distance your parcel has to travel. Typical amounts are: **10 kg for shipment within the EU** and **20 kg for cross-EU border shipping**. If unsure how much dry ice you need, please reach out to us via services@lexogen.com.

5. Print out the filled-out Sample submission form, place it in a zip-lock bag and put it on top of the samples



Now you are ready to ship your samples!

Consult with us, if you have any specific questions! More information can also be found on your Sample Submission Form.



Important things to consider:

- Book an overnight delivery service if possible.
- Use 2x UN1845 stickers to declare dry ice content on your parcel.
- For Cross-EU border shipments, make sure you have all customs relevant documents ready (Commercial invoice, Safety Statement, etc.).
- State the Lexogen project number you received in the delivery address.