



# BIOGENETIC SERVICES, INC.

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## Sample Shipping Instructions

### Fish Samples

1. The individual sample(s) (whole fish if very small fish, fish head or half-head for larger fish) should be packaged separately in zip-lock bags. If the sample is a pool of several fish then all fish in a single pool can be packaged together in a single bag. Each sample should be uniquely labeled, and a packing list of all samples should be included with each shipment.
2. Sample(s) should be frozen as soon as possible after collection, so that they are solidly frozen before shipping. Frozen sample(s) must be shipped in a cooler with dry ice or plenty of water ice (ice packs are acceptable) such that the samples will stay frozen through delivery.
3. If it is impossible to freeze sample(s) before shipping, then the sample(s) should be refrigerated as soon as possible after collection. Sample(s) should be packed in a cooler with water ice or ice packs so they remain as cool as possible through delivery.
4. If a styrofoam cooler is used, it must be enclosed in a sturdy cardboard box. If you wish to have a cooler returned, please include a self-addressed label and shipping account information with shipment. Samples must be shipped overnight. It is recommended that samples be shipped Monday through Wednesday whenever possible to allow for delays in delivery. FedEx, UPS and USPS Express Mail are all acceptable couriers.
5. Contact Biogenetic Services for shipping instructions for other types of samples.

**Acceptable payment methods:** Payment should be included with samples shipped in the USA. Payment must be received before work commences, unless other arrangements have been formally agreed to. We accept VISA and MasterCard. Payment for all other contracts must be received by credit card, wire transfer (preferred), money order or certified check before work commences.

**Credit Card Payment:** (Circle type): MasterCard, VISA or Discover  
(you may call or fax in this information)

Name: \_\_\_\_\_ Card Number: \_\_\_\_\_  
Expiration Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Make check or money order payable to Biogenetic Services, Inc.**