

## **Instructions for Sample delivery**

Following the approval of your project on iLab, we request you to contact the facility contact person to coordinate sample delivery. Prepare your samples to be delivered to us (in Dry ice) at the Cellular Immunomonitoring facility (Scilifelab, Alfa 1). Kindly communicate to us if there is a delay in delivering your samples. However, we urge you to provide your samples in time, such that your project will not be put on hold/postponed to a later date and priority will then be given to the next project whose samples are available.

When you deliver your samples, please provide us an electronic copy of your sample list with the necessary metadata that includes:

- Patient/Subject ID
- Gender
- Number of samples and their ID numbers
- Sampling date
- Sample freezing date
- Time point at which sample was collected
- Method of preparation of cells
- Anti-coagulant used while collecting Blood
- Number of sample vials given to us
- Cell number in each vial
- Any other patient information

Please make sure that the samples in the box are crosschecked before delivering the samples to the facility. **The samples should be arranged in a box in the order of how they are mentioned in the list!!** The label on the cryovial should be the same as what's mentioned in the sample list.

### **For customers in Stockholm:**

If you wish to deliver the samples in person, please send an email to [lakshmikanth.tadepally@scilifelab.se](mailto:lakshmikanth.tadepally@scilifelab.se) to schedule a suitable day and time for delivering your samples by meeting the facility personnel at the reception of Scilifelab, Alfa 1, Tomtebodavägen 23A, 171 65 Solna.

### **For customers outside Stockholm:**

The samples must be shipped in sufficient amount of Dry ice, such that the package arrives to our facility with the samples in good condition. Please send an email to [lakshmikanth.tadepally@scilifelab.se](mailto:lakshmikanth.tadepally@scilifelab.se) and provide the shipment details. We encourage you to make a shipment on Mon/Tue during a week, to avoid layover during the weekend. The samples must be shipped to:

Attn: Lakshmikanth Tadepally  
Science for Life Laboratory, Alfa 1  
Tomtebodavägen 23B,  
171 65 Solna, Stockholm, SWEDEN  
Ph: +46 737121486