

	Site IM	Department SVR	Document Type FORM	Document Number 0034	Revision 0	Effective Date 22-Feb-2019
	Document Title Replication Competent Lentivirus (RCL) Testing Sample Submission Form					

ORDER INFORMATION			
Contact Name		Contact Telephone	Contact Email
Organization			PO number
Order Number	Ship Date		Received Date (Imanis Use Only)
Shipping Method <input type="checkbox"/> Fedex <input type="checkbox"/> UPS <input type="checkbox"/> Other: _____ <input type="checkbox"/> No shipping (<i>Mayo Clinic Rochester Clients only</i>)			Tracking Number

SAMPLE DETAIL	
Tube ID	Description
<i>Example: Control 01 Imanis 01</i>	<i>Control media for Imanis 01 (sample 1) Hela + LV-Imanis</i>
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

SHIPPING/SUBMISSION INSTRUCTIONS

1. Submit submission form and purchase order.
SCAN AND EMAIL page 1 of this form to SUPPORT@IMANISLIFE.COM as soon as possible.
2. Submit samples:
 - For **Mayo Clinic Rochester clients**, drop off samples in the Imanis freezer (marked container) located at Guggenheim room 16-28
Email Imanis at support@imanislife.com once samples have been dropped off
 - For **all other clients**, ship samples on dry ice to:
Imanis Life Sciences
3605 US Hwy 52, Bldg 110
Rochester, MN 55901
Email Imanis at support@imanislife.com with a tracking number when the samples are shipped.

ASSAY DESCRIPTION

A p24 ELISA tests for the presence of replication competent lentivirus (RCL) in the culture supernatant of cells previously transduced with lentiviral vectors. This test is not suitable for cells transduces with other retroviruses.

SAMPLES COLLECTION AND STORAGE INSTRUCTIONS

Collect samples (conditioned media) from cells that have been passaged in tissue culture for AT LEAST 2 weeks post transduction by lentiviral vectors.

1. Grow transduced cells under standard conditions until they reach 90-100% confluency, or for 3-5 days before sample collection.
2. Transfer 1 mL of culture supernatant into each of two 1.5 mL microcentrifuge tube.
3. Centrifuge at low speed (e.g. 200 x g, 5 min) to pellet any cell debris.
4. Transfer entire clarified supernatant to a fresh 1.5 mL microcentrifuge tube.
5. Stored samples frozen at -20°C or lower. For best results, sample should be shipped within a month of harvest.

Please send one vial of fresh complete media (1 mL) used for each cell line along with your sample as a control media. Only 1 vial of control media is needed if all cell lines use the same media.

ORDER PROCESS

If you have not already received a quote, email support@imanislife.com. We will email you a quote. After acceptance of the quote, please place the purchase order via your purchasing department.