



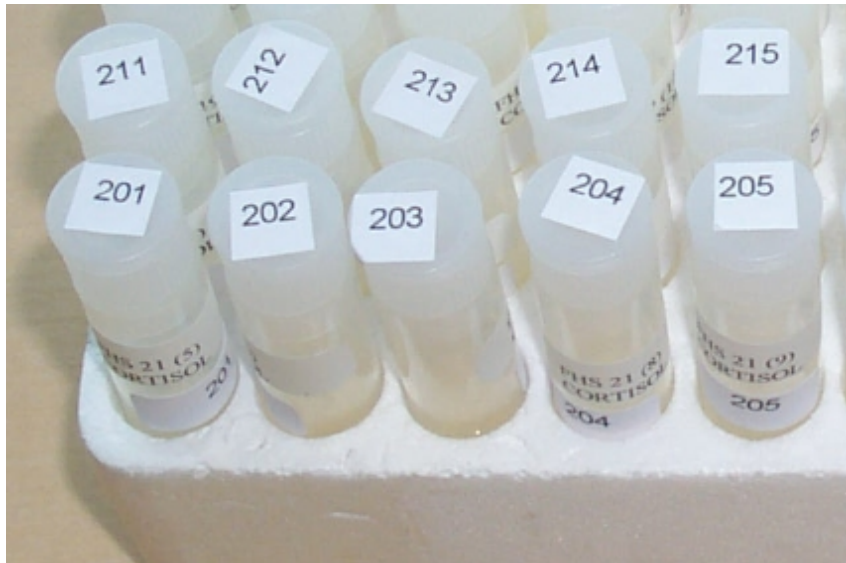
Labelling and Shipping Samples

version: August 2013

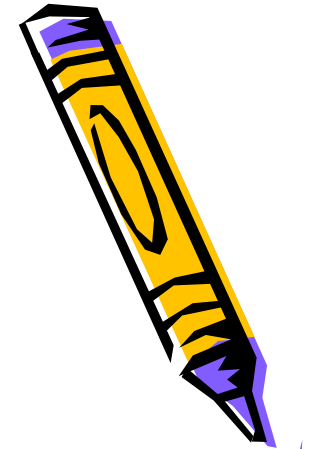
...some pictures to help you help the lab and
to get your results faster...



Write Consecutive Numbers on the Cap



- Whatever your full subject/patient code is, put consecutive numbers on the cap for the lab.
- Use a waterproof pen or labels that won't come off after thawing.
- When assaying your samples, the lab will stick to those consecutive numbers only.

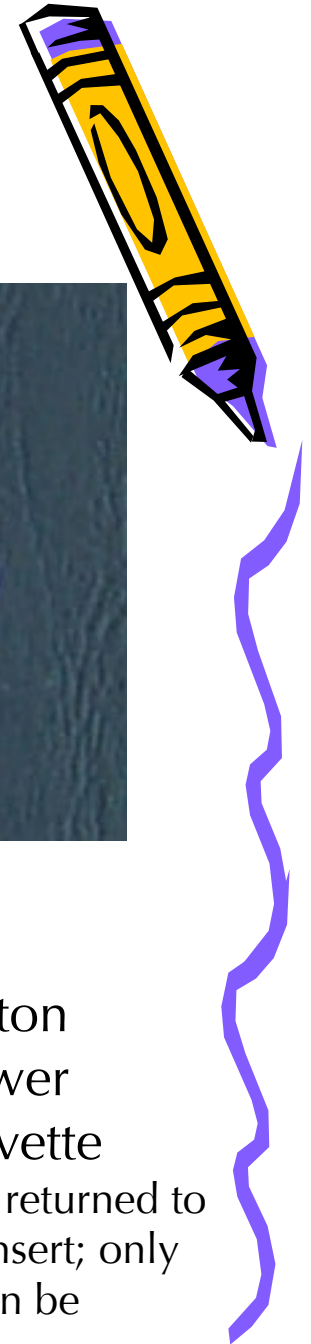


Never do this, PLEASE!!

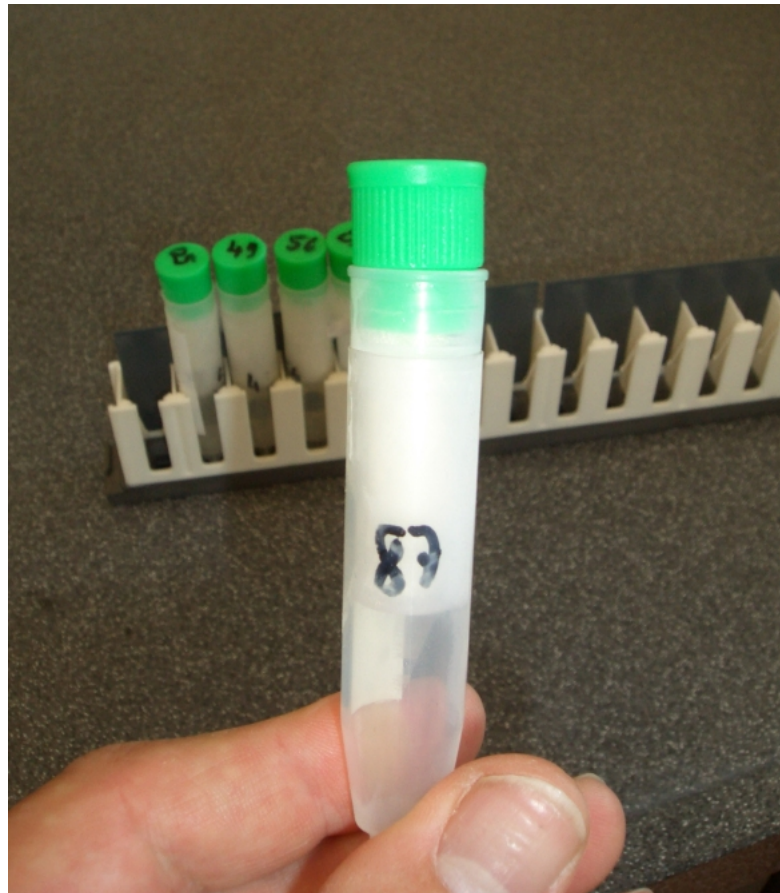
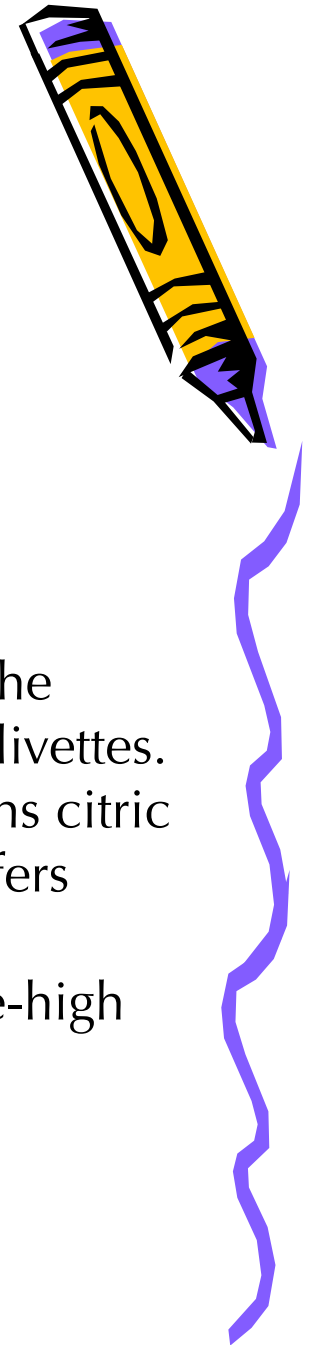


Wrapping tape
around the Salivette
(they will not fit in the centrifuge with
tape around the vial or cap..)

Putting the cotton
swab in the lower
part of the Salivette
(the swab must be returned to
the small beaker/insert; only
then the device can be
centrifuged)



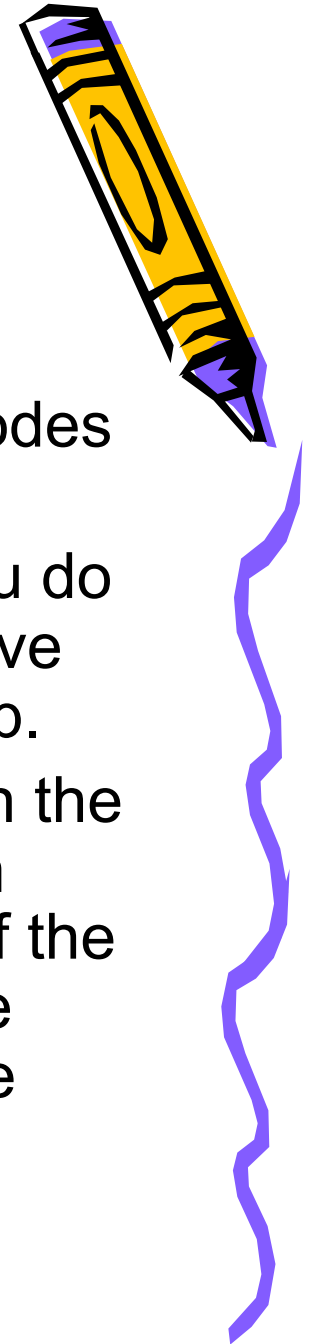
Never do this, PLEASE!!



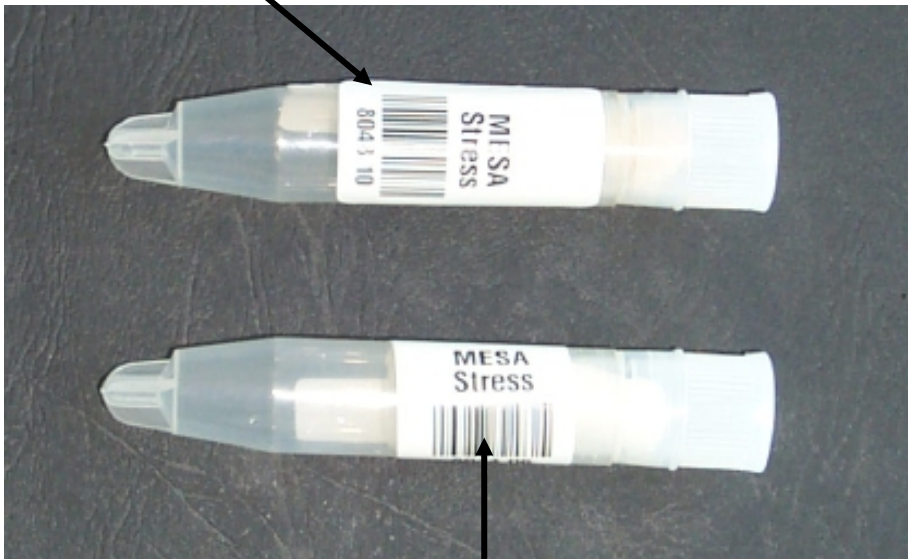
Never ever use the green-capped salivettes. The swab contains citric acid which interferes with most assay (resulting in false-high cortisol levels)



Using Bar Codes



No!

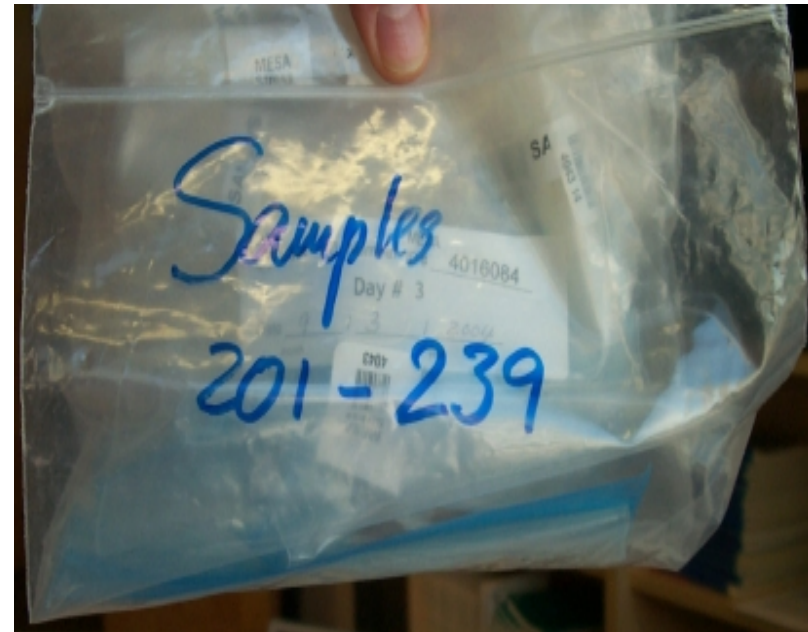


- You can use bar codes for your samples.
- With bar codes, you do not need consecutive numbers on the cap.
- **NOTE:** The bars on the label must run from bottom to the top of the Salivette (like in the lower picture on the left)

Yes!

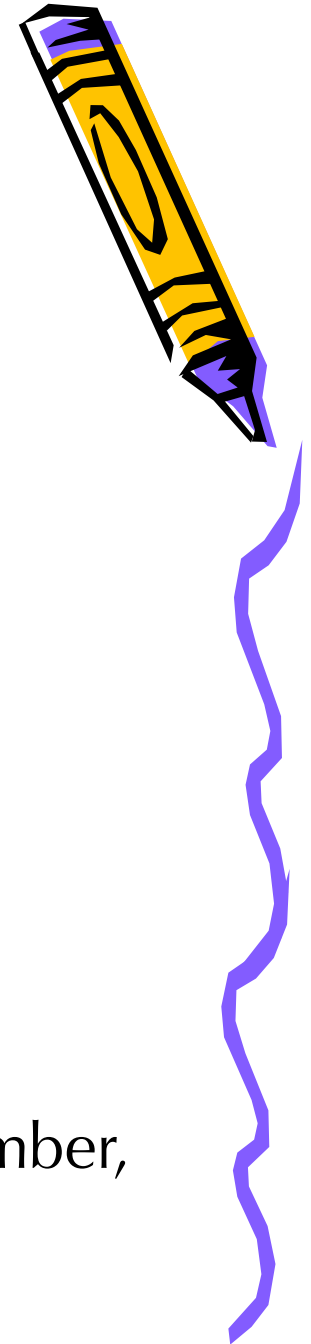


Pack Salivettes in Zipper Bags



Put some 10-30 salivettes in a zipper bag (left) and label the bag with a waterproof pen or adhesive label (right)

What is the Shipping Address???



It is:

Prof. Dr. C. Kirschbaum
Biopsychology - TU Dresden
Zellescher Weg 19, Raum 212
D-01062 Dresden, Germany

If you need to provide a contact phone number,
use this one : +49-178-1316-822



How Soon Will I Receive My Results?

Unless otherwise agreed, you will normally receive your results within 2-4 weeks after receipt of your samples in Dresden.

Larger batches (more than 5,000 samples) may take a bit longer.



Do I need to ship my samples refrigerated??

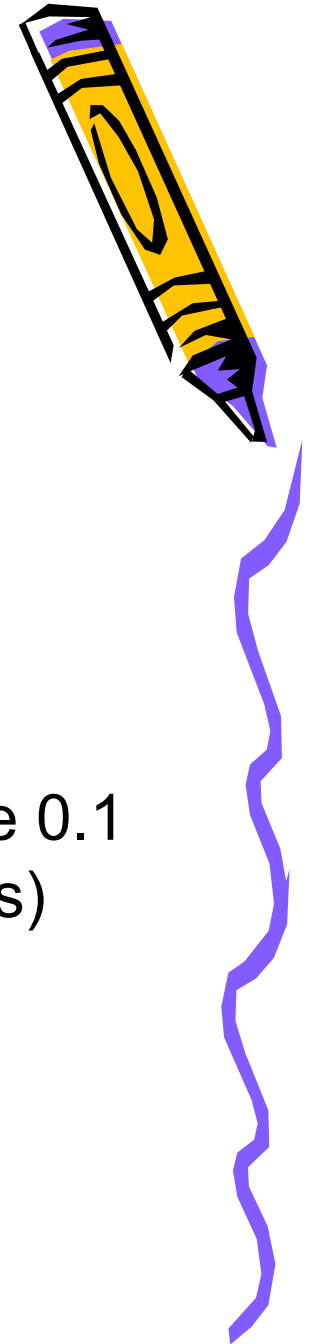
- Not necessarily - if you only want cortisol or amylase assayed from your samples, you can ship them without dry ice.
- Dry ice is recommended when other analytes are to be assayed.



How do I ship my samples to you??

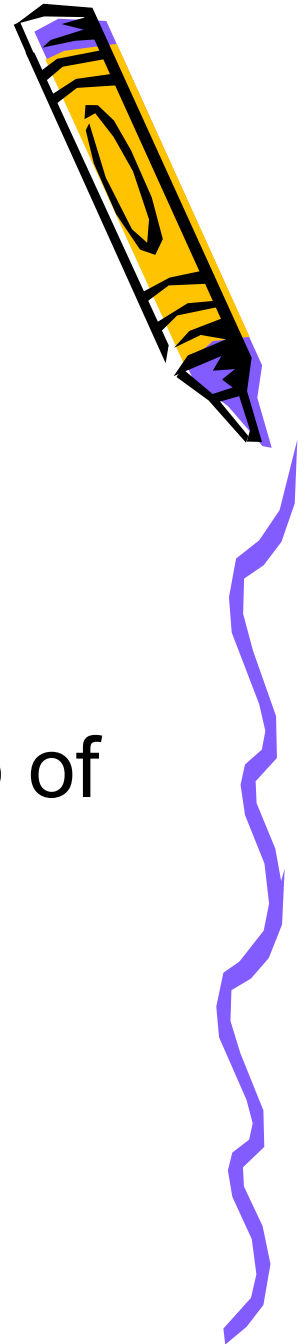
- Use a courier service that will deliver the samples within 3-4 working days (TNT, FedEx, UPS etc.)
- When doing the paperworks, DO NOT STATE ANY COMMERCIAL VALUE (write 0.1 \$ in the form; otherwise we will have to pay taxes)
- Name the following **customs tarif number:**

3001 2010



Avoiding Delays at Customs

- Print out the next page and put the label on top of your shipping box so that the customs people can easily detect it. This usually avoids hold-up of your shipment at customs.



Zollerklärung

Diese Sendung enthält menschliche Speichelproben. Die Proben stammen aus einer staatlich unterstützten wissenschaftlichen Studie und sollen von dem Empfänger auf Hormone untersucht werden. Sie sind nicht infektiös und dienen ausschließlich wissenschaftlichen Zwecken.

Kein kommerzieller Wert.

Wert nur für Zollzwecke: 0,1 Euro.

Warentarif-Nummer: 3001 2010

Bitte kontaktieren Sie bei Fragen
Bianca Fricke unter +49-178-1316-822.