

A detailed sample inventory is required before material is transferred to the Freezer Farm.

The following information is required for each sample: sample ID number, sample type, container type, placement in box, and name of box. All samples will need this information to be processed into the Freezer Farm. Please include project name, and any other information about the project you want included for the samples.

Please use a spread sheet format for ease of viewing, an example can be found below.

SAMPLE ID	SAMPLE TYPE	CONTAINER SIZE	BOX NAME	LOCATION IN BOX	Additional Sample Information
0123	Blood	8.5ml	Box 1	A1	Anything else on the label
0456	Serum	1.5ml	Dr. Smith Sera	D5	
0987	Plasma	1.5ml	Plasma 01/01/2019	B3	
0112	RNA	8.5ml	Box 2	A1	

We recommend using the grid system that comes with the boxes and marking inside the box where the A1 location is. Boxes should be labeled on both the lid and box itself to ensure the two pieces stay together.

If you have samples which will not fit with the grid system included with the box we have provided, please let us know ASAP and preferably well before your drop-off appointment. This will allow the Freezer Farm to work with you on a solution to keep your samples organized within the provided boxes.

The provided boxes and grids are optimized for 1.5ml vials, however, 1.8ml vials will also fit very well. Anything larger will begin to decrease the amount of samples that will fit inside the gridlines.

PLEASE ensure that your sample tubes are rated for -80°C storage.