

# DNA Shipping Instructions Within Australia Only

You MUST carefully complete ALL 4 steps:

<b>1. Create Order</b>	<ul style="list-style-type: none"> <li>Register, if not already, then Login to Online Ordering at <a href="http://www.diversityarrays.com">www.diversityarrays.com</a>;</li> <li>Create a <b>Sample Tracking Template File</b> (required next). <b>Remember wells G12 and H12 are used for control and MUST BE EMPTY</b></li> <li>Create an order – Select 'Order Services' to access Online Ordering and create your order;</li> <li>Print a copy of the Service Specification to include with order package.</li> </ul>
<b>2. Sample Packaging</b>	<p>Please package your DNA in:</p> <ul style="list-style-type: none"> <li>Well sealed 96-well plate(s),</li> <li><b>FULLY SKIRTED</b> Please for rigidity and convenience of bar-coding.</li> </ul> <p>To avoid leaks and cross contamination of samples during shipment we strongly recommend:</p> <ul style="list-style-type: none"> <li>Fully skirted, V-shape bottom 96 well PCR plates Twin-Tec from Eppendorf</li> <li>Strips of 8 clear FLAT caps from Sarstedt ref 65.1998.400.<sup>1</sup></li> <li>Seal firmly/securely!</li> <li>Package in a rigid box with ample packing to allow for rough handling in shipment;</li> <li>Include the printed copy of the Service Specification.</li> </ul> <p>For all courier companies: make sure all our contact details are correctly and legibly written, including our phone number. See: <a href="http://www.diversityarrays.com">www.diversityarrays.com</a> for video packaging instructions.</p>
	<p style="text-align: center;">Australia Post is <b>NOT recommended</b> for any DNA shipment</p>
<b>3. Ship To Address</b>	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><b>Diversity Arrays Technology</b> <b>Building 3, Level D,</b> <b>University of Canberra</b> <b>Bruce, ACT 2617</b> <b>Australia</b></p> </div> <div style="width: 45%;"> <p style="text-align: center;"><b>Courier Instructions</b></p> <p><b>Lat: -35.236712</b> <b>Long: 149.084286</b></p> <ol style="list-style-type: none"> <li>1. Enter Allawoona St from Ginninderra Dr.</li> <li>2. Right into Broula St</li> <li>3. Right into Kirinari St</li> <li>4. Left into Monana St – Building 3,</li> <li>5. Level D – Top (South West end)</li> </ol> </div> </div>
<b>4. Notify DART</b>	<p>When you ship the package <b>email us</b> at <a href="mailto:samples@DiversityArrays.com">samples@DiversityArrays.com</a> the:</p> <ul style="list-style-type: none"> <li>Name of the courier company;</li> <li>The tracking number from the courier; and</li> <li>The Service Number (from step 1).</li> </ul>
<p style="text-align: center;"><b>Warning:</b> Failure to carefully follow <b>all</b> these instructions <b>will cause delays</b> in your order reaching us and a high probability of <b>samples arriving that we cannot process.</b></p>	
<p><sup>1</sup> Sarstedt discontinued strip caps 65.989.002 (made in Germany) and 65.1998.002 (made in the USA). These are replaced by 65.1998.400 (made in Great Britain or Hungary) these can be used for the strip chains and the Eppendorf twin Tec 96 well PCR plates.</p>	