GENXMAP

SAMPLE SUBMISSION GUIDELINES

Preparing and shipping samples

Quality samples in, quality data out: packaging, labeling, shipping and minimum requirements for every service.

Dry ice for RNA

RNA and frozen tissue: liquid nitrogen, then dry ice only. Ice packs are not sufficient.

Weekday arrival

The parcel must arrive on a business day. No weekend delivery.

Turnaround in business days

It starts at GO, after the visual check on reception.

QUOTES AND ORDERING

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SAMPLES, PROTOCOLS, QC, FORM

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LABORATORY

GENXMAP, IHU Méditerranée Infection
19-21 boulevard Jean Moulin
13005 Marseille, France

FULL GUIDELINES ONLINE

genxmap.com/lab/sample-submission-guidelines

Five steps, from shipping to GO

1 Before you ship

- **Notify us before shipping**: send the Sample Submission Form and the tracking number by e-mail to lab@genxmap.com, so we can register and process your samples on arrival.

Project on quote

Completed form sent by e-mail before you ship, with the carrier tracking number; a copy goes in the package. Sample names match the tube labels exactly, in name and in quantity. Add any QC data you already have: concentration, OD ratios, RIN.

Shop reorder

Your order already carries the service, the validated setup and your reference. Reply to your order confirmation with the list of tubes and the tracking number. The form is still the simplest way to produce that list: fill in the sample table, export it, or save the page as a PDF.

Sending raw material rather than extracted nucleic acids? Our Sample extraction & quality control platform handles it; see the protocols.

2 Packaging

- **1.5 mL tubes** where possible, sealed with parafilm, inserted into 50 mL tubes (or another rigid support) padded with cotton or foam, so they cannot be crushed in transit.
- **Large-scale projects:** well-sealed 96-well semi- or fully-skirted PCR plates, or strip-tubes with individually attached caps. Every well is sealed with an adhesive sheet or foil; cushion the plate in a sturdy box.
- **Blood:** 5 to 10 mL plastic anticoagulant collection vessels, wrapped in bubble wrap, in a rigid box.
- **Plasma and serum:** frozen, in aliquots rather than a single tube, so that no aliquot is thawed more than once. Tell us the time between collection and centrifugation, and the number of freeze-thaw cycles already undergone.
- **Cells and bacterial cultures:** contact us before freezing; the protocol depends on whether the material must remain viable on arrival.

3 Labeling

- Top of each tube lid: **four alphanumeric characters at most** (e.g. *4B01*).
- Full sample name on the top and on the side of the tube.
- Black permanent marker, never an oil pen directly on the tube wall.

4 Shipping

Sample	Shipping
DNA precipitated in 70% ethanol	Room temperature
DNA in water or TE buffer	Blue ice
RNA and frozen tissue	Dry ice · Snap-frozen in liquid nitrogen. Ice packs are not sufficient for RNA.
Plates	Blue ice / Dry ice · Samples stay frozen throughout transit.

- The amount of dry ice needed depends on season, transit time and foam box thickness.
- Recommended carriers: FedEx, DHL or UPS.
- Shipping instructions and courier account details are provided once your order is confirmed; requirements vary by service.

5 Reception and GO

GENXMAP SAS, laboratory
IHU Méditerranée Infection
19-21 boulevard Jean Moulin
13005 Marseille, France

- Weekday delivery only: we cannot take delivery at weekends.
- On arrival: visual check, then **GO**. Your turnaround starts at that point.
- **Standard** 4–6 weeks · **Priority** 2–4 weeks, in business days. Routine services: 72 h, for example genotyping once the line is validated.

• We reply within 2 business days. See turnaround times.

DNA sequencing

These requirements apply to our Genomics platform.

Solvent	DNase-free water, elution buffer or 10 mM Tris pH 8.0
Purity	OD260/280 as close to 1.8–2.0 as possible · OD260/230 of about 2.0–2.2
Quality	RNase-treated, no degradation or contamination
Shipping	Ice packs

> Concentrations measured by fluorometry (Picogreen, Qubit, RiboGreen). With spectrophotometry (e.g. Nanodrop), increase them by roughly 2×.

Service	Sample	Recommended	Minimum	Min. concentration
Whole Genome Sequencing	Genomic DNA	≥ 500 ng	200 ng	10 ng/µL
Whole Genome Sequencing (PCR-free)	Genomic DNA	≥ 1 µg	500 ng	20 ng/µL
Whole Exome Sequencing	Genomic DNA	≥ 500 ng	100 ng	10 ng/µL
16S / 18S / ITS Sequencing	Genomic DNA	—	≥ 10 ng	—

The 16S/18S/ITS row is delivered through our Metagenomics platform.

RNA sequencing

These requirements apply to our Transcriptomics platform (bulk RNA-seq; RT-qPCR validation is covered under targeted quantification below).

Solvent	RNase-free water, RNA stabilization reagent or 10 mM Tris pH 8.0
Purity	DNA-free total RNA · A260/A280 ≥ 1.8 · A260/A230 ≥ 1.8 · RIN > 7
Shipping	Dry ice

> Concentrations measured by fluorometry (Picogreen, Qubit, RiboGreen). With spectrophotometry (e.g. Nanodrop), increase them by roughly 2×.

Service	Sample	Recommended	Minimum	Min. concentration
Whole Transcriptome / LncRNA Sequencing	Total RNA	≥ 3 µg	1 µg	20 ng/µL
Low-Input RNA Sequencing	Total RNA	≥ 20 ng	1 ng	50 pg/µL
mRNA Sequencing	Total RNA	≥ 500 ng	200 ng	20 ng/µL
	Cells	≥ 1×10^6	—	—
	Tissue	≥ 50 mg	10 mg	—
Metatranscriptome	Total RNA	≥ 4 µg	3 µg	50 ng/µL
	Cells	≥ 5×10^6	—	—
	Environmental samples	≥ 1.5 g	—	—
Extracellular vesicle and exosome RNA sequencing	Total RNA	≥ 100 ng	—	20 ng/µL

Service	Sample	Recommended	Minimum	Min. concentration
	Cell supernatants	≥ 15 mL	—	—
	Serum, plasma	≥ 1 mL	—	—

Extracellular vesicle and exosome RNA sequencing covers cargo analysis on our Extracellular vesicles and exosomes platform. EV isolation and characterization (NTA) use the same starting biofluid volumes; confirm the exact volume with us if you need isolation only, without RNA-seq.

Degraded or FFPE material: DV200

RIN assumes intact RNA and stops being informative on archival, FFPE or otherwise fragmented samples. For those we read **DV200** instead, the share of fragments longer than 200 nucleotides.

- **> 70%** Behaves like intact RNA
- **50–70%** Routine
- **30–50%** Still works, but needs more input and a library chemistry that does not rely on intact transcripts
- **< 30%** We tell you before you ship, not after

Send us the TapeStation or Bioanalyzer trace and we will set the input with you. For any low-biomass or non-standard matrix, where we have not processed your sample type before, we start with a small feasibility batch rather than a blind commitment.

qPCR, digital PCR and genotyping

Covers the Targeted quantification platform (qPCR, digital PCR (dPCR), pathogen-detection assays) and the Genotyping platform (SNP/CNV). Sample prep is lighter than full sequencing, and turnaround is fast.

DNA	SNP genotyping and pathogen-detection assays: same DNA quality bar as sequencing (OD260/280 close to 1.8–2.0, no degradation).
RNA	RT-qPCR: same quality thresholds as RNA sequencing (A260/280 ≥ 1.8, RIN > 7 where applicable).

Protein and proteomics samples

Our Proteomics platform covers label-free LC-MS/MS with LFQ, performed on site on a timsTOF Pro 2 (Bruker).

Workflow	Protein extraction (cells, tissues or other samples), trypsin digestion, LC-MS/MS, label-free quantification and bioinformatics.
Input	Depth-dependent, from targeted panels to deep shotgun profiling: confirmed directly with our laboratory once your project is scoped.
Storage	Cold (4 °C short-term) or snap-frozen at –80 °C; avoid repeated freeze/thaw of lysates.

Not sure how much sample you have vs. need? Tell us your sample type and we will confirm the exact input before you ship anything.

Suggested quantities by sample type

A quick reference if you are not yet sure which service you need. For exact requirements, match your target service against the tables per service.

Sample type	Quantity	Shipping
Cell	1×10^6 cells	Dry ice
Fresh frozen tissue	10 mg	Dry ice
FFPE	≥ 4 slides, 5–20 µm, > 150 mm²	Room temperature / Blue ice

Sample type	Quantity	Shipping
Viral particles	5×10^9	Dry ice
Stool	100 mg	Dry ice
Swabs	2 tubes/sample, 1 swab/tube	Room temperature
Saliva	1 mL	Dry ice / Blue ice
Soil	100 mg	Room temperature / Blue ice
Water	50 mL	Room temperature / Blue ice
Plasma / serum	10 mL	Dry ice
Whole blood: fresh (EDTA)	2 mL	Blue ice
Whole blood: frozen (EDTA)	4 mL	Dry ice
Whole blood: PAXgene, frozen	2.5 mL	Dry ice
Whole blood: Tempus RNA tube	3 mL	Dry ice
Bodily fluids: gDNA	500 µL	Blue ice
Bodily fluids: cell-free DNA	500–10,000 µL	Dry ice

ORDER A SERVICE

genxmap.com/contact. We reply within 2 business days.

TURNAROUND

72 h for routine services once set-up is validated. Projects: Standard (4–6 weeks) / Priority (2–4 weeks): business days, from GO after sample reception QC.

LABORATORY

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Send the completed form and the tracking number to lab@genxmap.com before you ship.

Collection protocols by sample type and the FAQ stay on the page:
GENXMAP.COM/LAB/SAMPLE-SUBMISSION-GUIDELINES