BMIF BIOSPECIMEN
PREPARATION LABORATORY
SERVICE REQUEST FORM

USER DETAILS
(ALL USER AND ACCOUNT FIELDS ARE MANDATORY)

Incomplete forms will delay processing

Name: ……………………………………………………………………………………………………………..

Mobile/Phone: ………………………………………………………………………………………………….

Email: ...................................................................................................................................................

Supervisor: ……………………………………………………………………………………………………..

☐ I am a UNSW Researcher / Student (please complete below)

UNSW zID : ……………………………………………………………………………………………………………

Faculty/School: ………………………………………………………………………………………………………

Payment is by UNSW account. Please complete fund, dept id and project no. details below

Fund: ………………………....            Dept ID: …………………….          Project No: …………….……..

Account Owner Name: ………………………………………………………….……………….……….……
(If different from Supervisor Name above)

☐ I am an External User (please complete below)

Organisation: ………………………………………………………………………………………………………

Department/Unit:………………………………………………………………………………………………..

Address (optional): ………………………………………………………………………………………………

……………………………………………………………………………………………………………………

Payment is by tax invoice (we will issue a tax invoice for payment)
SAMPLE DETAILS

The BMIF biospecimen preparation laboratory is a PC1 facility; only non-radioactive risk group 1 organisms will be accepted for processing. Viral transfected cell lines or tissues derived from GMOs MUST no longer be viable.

Fixed cells - Cell line/ATCC No……………………………………………………………………………………………………
  GMO/NLDR/Exempt dealings protocol…………………………………………………………………………………………

Fixed Tissue – Animal/organ… Human/organ………………………………………………………………………………………..
  Animal/Human ethics protocol……………………………………………………………………………………………………

JOB DETAILS

Sample Embedding (Paraffin only) No# Samples:……………………………………………………………………………………………..
  Embedding Orientation:………………………………………………………………………………………………………………………………

Slide Sectioning  □ Paraffin  □ Frozen (□ Fix Frozen sections? Fixative:……………………………………………………………)
  Total No# of blocks:……………. No# Slides/Block:………………… Sections per slide:………………
  Section Thickness:……………. Slide type:……………………………………

Histology staining
  Total No# of slides:…………………………………………… Stain(s) required:……………………………………………………………..

Immunostaining  □ Single labelling  □ Multiple Labeling
  Total No# of slides:…………………………………………… Antibodies:…………………………………………………………………………………..
  Positive Controls:…………………………………………… Secondary Staining:…………………………………………………………………………………..

Special Stains
  Total No# of slides:…………………………………………… Protocol Required:…………………………………………………………………………………..
  Control Tissues:………………………………………………………

I …………………………………………………………... (user), have read and understood the above listed sample limitations (PC1 samples only), and agree to the prices listed on the reverse of this form for processing my samples.

Signature:……………………………….. Date:………………………

BSP USE ONLY

<table>
<thead>
<tr>
<th>Date Accepted</th>
<th>Accepting Officer</th>
<th>Total No.# Samples</th>
<th>Total No.# Slides</th>
<th>Special Requirements?</th>
<th>Date Completed</th>
<th>Completion Officer</th>
</tr>
</thead>
</table>
### Charges for Histology and Microscopy Preparation (BSP)

<table>
<thead>
<tr>
<th>BSP Grouping</th>
<th>Protocol</th>
<th>Price (Ex GST) (UNSW User/Partner)</th>
<th>Price (Ex GST) (External User)</th>
<th>Job</th>
</tr>
</thead>
<tbody>
<tr>
<td>Embedding</td>
<td>Paraffin Embedding</td>
<td>$5.00</td>
<td>$9.00</td>
<td>Per Block</td>
</tr>
<tr>
<td></td>
<td>Paraffin Slide Sealing</td>
<td>$1.00</td>
<td>$2.00</td>
<td>Per Slide</td>
</tr>
<tr>
<td>Sectioning</td>
<td>Paraffin Sectioning</td>
<td>$3.00</td>
<td>$6.00</td>
<td>For first slide from each block</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$1.00</td>
<td>$2.00</td>
<td>For subsequent slides from same block</td>
</tr>
<tr>
<td></td>
<td>Cryosectioning</td>
<td>$5.00</td>
<td>$9.00</td>
<td>For first slide from each block</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2.00</td>
<td>$4.00</td>
<td>For subsequent slides from same block</td>
</tr>
<tr>
<td></td>
<td>Microtome DIY ^</td>
<td>$20.00</td>
<td>$36.00</td>
<td>Per Hour (1 hour training required for new users)</td>
</tr>
<tr>
<td></td>
<td>Vibratome DIY ^</td>
<td>$20.00</td>
<td>$36.00</td>
<td>Per Hour (1 hour training required for new users)</td>
</tr>
<tr>
<td></td>
<td>Cryomicrotome DIY ^</td>
<td>$25.00</td>
<td>$45.00</td>
<td>Per Hour (1 hour training required for new users)</td>
</tr>
<tr>
<td></td>
<td>Microtomy Subscription DIY ^ (Yearly)</td>
<td>$400.00</td>
<td>N/A</td>
<td>For usage ≥ 20 hours within the calendar year (1st Jan – 31st Dec)</td>
</tr>
<tr>
<td>Staining</td>
<td>H&amp;E Staining</td>
<td>$5.00</td>
<td>$9.00</td>
<td>For first slide of each stain</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$2.00</td>
<td>$4.00</td>
<td>For subsequent slides from same stain</td>
</tr>
<tr>
<td>Immunostaining</td>
<td></td>
<td>$17.00</td>
<td>$32.00</td>
<td>Per Slide (does not include sectioning or antibody costs; antibodies to be provided by user)</td>
</tr>
<tr>
<td>Special Stains</td>
<td></td>
<td>TBD</td>
<td>TBD</td>
<td>Pricing depends on protocol</td>
</tr>
</tbody>
</table>

^ DIY – Do It Yourself (self service)