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**Request for High Throughput DNA Sequencing**

PI \_\_\_\_\_

Fund No. \_\_\_\_\_

Contact Person (full name) \_\_\_\_\_

Lab Phone \_\_\_\_\_

Date \_\_\_\_\_

\*E-Mail (Required) \_\_\_\_\_

The Results will be put on the Server in the PI's Folder (See Instructions for Network Access)

Folder Name \_\_\_\_\_

(Printed Chromatogram is Always Provided)

General Instructions (sequencing from bacterial cultures)

1. Please fill out this form and also the Template Preparation form.
2. We will prepare plasmid DNA from cultures submitted in a plate and sequence.
3. We can also prepare a culture plate from a glycerol stock plate. **Cells grow better from a glycerol plate.**
4. **Sample sheet typed on an excel template is to be e-mailed as an attachment.** Primer name should be added to the sample name (Sample.primer).
5. Submit your custom primer(s), concentration 1.1  $\mu$ M, in 0.2 ml tubes.
6. **This method in plate format works for high copy plasmids only.**

General Instructions (sequencing of DNA submitted to the facility)

1. Add prescribed amount of DNA and primer in each well of a 96-well PCR plate.
2. **The PCR plate has to be compatible with the ABI PCR machines.**
3. **Sample sheet typed on an excel template is to be e-mailed as an attachment.**

Submitted DNA Type (PCR, plasmid etc.) \_\_\_\_\_

Name of the primer(s) \_\_\_\_\_

Primer submitted (yes or no) \_\_\_\_\_

Please check if you want the sequence text files from a plate to be converted into a single FASTA file

	1	2	3	4	5	6	7	8	9	10	11	12
A												
B												
C												
D												
E												
F												
G												
H												