

## GCN eDNA Ordering Procedure

Order number of GCN kits required. Payment is made/invoice sent for kits.

- Online ordering from [www.surescreenscientifics.com](http://www.surescreenscientifics.com) is most efficient method.
- 1 Kit = 1 pond. Kits are £20.00 excluding vat with free delivery.
- Kits have an expiry of 8 weeks before sampling if kept at ambient conditions at 21°C out of direct sunlight. When pond samples have been taken we recommend keeping kits as cool as possible (without freezing) and sending kits back as soon as possible. However, kits can be kept for 2 weeks at ambient conditions at 21°C out of direct sunlight or 4 weeks in a refrigerator at 4°C.
- Alternative methods of ordering are by emailing [eDNA@surescreen.com](mailto:eDNA@surescreen.com) or calling 01332 292003.
- Please provide delivery address, postcode, delivery telephone number and delivery contact.

Kits are sent via courier.

- Kits will arrive next day if ordered before 1pm or within 2 days if ordered after 1pm.

Take pond samples

- Following the sampling instructions and complete the enclosed form.

Send samples back to the laboratory

- Send kits to the address below, with a purchase order and the completed form.  
SureScreen Scientifics  
Morley Retreat, Church Lane  
Morley, Derbyshire, DE7 6DE
- Please ensure the vial lids are tight
- Standard turnaround time is £120.00 exc vat results within 10 working days from receiving the sample.
- Fast track turnaround time is £220.00 exc vat results within 3 working days from receiving the sample.
- We can arrange for collection of samples at £40.00 exc vat per delivery, though we find in general it is logistically easier and cost effective for you to organise getting samples back to us. We find APC-Couriers give a good service and have depots across the country, your nearest depot can be found at [www.apc-overnight.com/contact/depot-finder/](http://www.apc-overnight.com/contact/depot-finder/)

An email will be sent to the emails provided on the forms, as soon as kits are received in the laboratory, giving you a unique reference and the report deadline.

Report is sent via email as soon as results are ready.

- Reports will not be sent until a purchase order has been received.

Invoice is sent for the number of analyses carried out

