

Order Form **Updated May 2012**

BEA Project Number: <input style="width: 90%;" type="text"/>	Ethic permission ref: <input style="width: 90%;" type="text"/>
--	--

Contact Information	
Name	Department/Section
Phone	e-mail
Invoice Address (KI customers only) Karolinska Institutet Fakturor Box 23 109, SE-104 35 Stockholm Reference ZZ code:	Invoice Address (Non-KI customers) VAT:

Core facility platforms and applications.

Indicate desired type of service.

Platform: <input type="checkbox"/> Affymetrix Array Plate <input type="checkbox"/> Affymetrix Cartridge <input type="checkbox"/> Illumina Microarray <input type="checkbox"/> Agilent Microarray	Application: <input type="checkbox"/> Gene/Exon Expression <input type="checkbox"/> miRNA Expression <input type="checkbox"/> Genotyping / CNV <input type="checkbox"/> Tiling / ChIP-on-chip <input type="checkbox"/> Methylation	Additional services: <input type="checkbox"/> RNA isol. and purif. <input type="checkbox"/> ABI TLDA <input type="checkbox"/> Agilent Bioanalyzer QC <input type="checkbox"/> Small sample (Nugen)	Additional Info: <input style="width: 100%; height: 20px;" type="text"/> Species: <input style="width: 100%; height: 20px;" type="text"/>
---	--	---	--

Order information and Invoicing:

	No:	Cost/Sample:	Total Cost:
Assay Type:			
Labeling Protocol:			
Additional Lab Services:			
Microarray separate billing: <input style="width: 80%;" type="text"/>		Service fees charged by BEA:	<input style="width: 80%;" type="text"/>

Additional Information:

Confirmation

I fully agree with the conditions for using the core facility and the different platforms/assays terms and conditions for academic press. The core facility cannot take any responsibilities for damaged or lost samples or data. It is the responsibility of the customer to secure and pick up remaining samples and data which will otherwise be disposed. Although raw data will be stored, the BEA core facility holds no responsibility to store pre-processed data or further analyzed data. It is important that the customer has reflected and responded to all the questions found in this order form.

I fully understand all the conditions and routines applied to the specific project and confirm my agreement by signing below.

Date	Signature	Signature in block letters
------	-----------	----------------------------

Sample and Project Information

Preparation

RNA/DNA purification method used:

Column cleanup performed: Yes No DNase treatment: Yes No

Concentration measured: Yes No Store remaining RNA/DNA: Yes No

Labeling and Description (written by the costumer)

#	Label	Description	Experimental group
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			

Storage (indicated by the core facility)

Acknowledgement

Important:
In case of publications, please cite:
"We also would like to thank the core facility at Novum, BEA, Bioinformatics and Expression Analysis, which is supported by the board of research at the Karolinska Institute and the research committee at the Karolinska hospital".

Bioinformatics

NOTE!!! BEA can decline to analyze a project bioinformatically and statistically if the design is thought to be inadequate. If this is the case the customer will be informed of the reasons of the reject.

Comparative analysis

Depending on the design of the project, bioinformaticians at BEA can assist in further analyses tailored for the specific project. See BEA's homepage (<http://apt.bea.ki.se/>) for examples and requirements for further applied bioinformatics help.

Have you consulted BEA for help with experimental design? Yes No
I have filled out and submitted the sample key excel file electronically? Yes No

Data delivery

BEA will always provide the customer with all raw data as well as pre-processed data with annotations for each assay, including Quality Control plots. The processed data is normalized using the appropriate methods and operating software (depending on assays). This procedure will generate signal values for each measurable point and the document will also include biological annotations for respective platform and assay. If the customer agreed on bioinformatical help from BEA in forms of Comparative analysis, statistical and bioinformatical lists are generated for the customer to filter biologically interesting data from. This analysis will also be accompanied by an Analysis report for the specific project.

The customer will receive a link by e-mail where the all data and results can be downloaded from the BEA server.

Please use the field below for special requests regarding data delivery, including additional persons to be contacted, only raw data delivery etc.

Delivery notes