

## INSTRUCTIONS FOR TISSUE SAMPLING UNITS (TSUs)

### IMPORTANT: DO NOT MAIL SAMPLES TO ASA HEADQUARTERS

(A \$30 processing fee plus shipping costs to the lab will be invoiced. Testing will be delayed!)

### Step 1: PRIOR TO MAILING TSU SAMPLE(S)

- A) Fill out the DNA Request Form found here: <http://www.simmental.org/DNAForm/dna.html>
- All information in the “Customer Information” and “Request Testing” tabs must be completed for samples to be processed.
  - If requesting GGP-100K or GGP-9K panels, the animal must be registered or placed on file prior to submission.
- B) Email the completed spreadsheet to [dna@simmgene.com](mailto:dna@simmgene.com). Once your order has been processed, you will receive a confirmation email with a PDF order receipt attached, along with additional mailing instructions.
- C) Review the PDF order receipt. *If any corrections need to be made, contact the DNA department **before** mailing samples.*
- D) Print the attachment labeled “PRINT AND MAIL WITH SAMPLES.” Be sure all samples and the printed attachment are included in the same shipment.



### Step 2: COLLECTING AND MAILING THE TSU SAMPLE(S)

- A) Check the tattoo/tag in the ear of the animal being tested to ensure the tattoo/tag matches the information on the TSU you will be using.
- B) Place TSU with PDF order receipt in a **padded** envelope or box.  
*\*DO NOT place TSUs in a regular envelope, they will get crushed/ripped out during transit.*  
*\*Do not enclose payment to Neogen. ASA will bill your account at the time you request paperwork.*
- C) Make sure exterior of envelope/package reads: **American Simmental Association Samples**

***\*Please Note:*** *Samples received without an order receipt or envelopes not marked with “American Simmental Samples” on the exterior of the envelope/package **will** experience testing delays and incur processing fees.*