



Sample Shipping Guide:

From Within the European Union to Charles River, France

Always defer to the instructions from your in-house shipping agent or external courier service.

Topics:

Shipping Documents and Labeling

- Charles River Identification Request Forms
- Airway Bill or Consignment Note
- Pro-Forma Invoice and Product Description

Charles River Recommendations

- Also refer to: [Guidance on Regulations for the Transport of Infectious Substances, World Health Organization](#)

Shipping Documents and Labeling

Required Shipping Documents	Sample Types					
	Live Cultures (Unknown)	Live Cultures (Category B)	DNA Extract	Liquid Ethanol Preparation	Dried Ethanol Preparation	Alkaline Lysis Extractions
Charles River Identification Request Form	Yes Inside	Yes Inside	Yes Inside	Yes Inside	Yes Inside	Yes Inside
Airway Bill or Consignment Note	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside	Yes Outside
Pro-Forma Invoice	The Pro-Forma Invoice should be completed for delivery of non-commercial goods (not for sale). Print the Pro-Forma Invoice on sender's company letterhead showing legal address. Original Pro-Forma Invoice should be submitted and copies retained by sender.					
Product Description	"Unknown Environmental Isolate"	"UN 3373 - Biological Substance, Category B"	"Inactivated Environmental Isolate"			
Biohazard Label	Not Required	Yes Secondary Container	Not Required	Not Required	Not Required	Not Required

Identification Request Forms



- Place the appropriate form inside the box
- Available on the [Charles River Accugenix® Customer Web Portal](#). You can also contact Technical Support at +1.302.292.8888

Packaging - Triple Containment

- In accordance with IATA Packing Instruction 650
- Required for UN 3373, Biological Substance, Category B
- Recommend for non-regulated “unknown environmental isolate”

Charles River Recommendations

- Always use the following descriptions:
 - Unknown live cultures:
“Unknown Environmental Isolate”
 - Live cultures which fall under Biological Substance, Category B:
“UN 3373 - Biological Substance, Category B”
 - DNA extract:
“Inactivated Environmental Isolate”
 - Ethanol preparations:
“Inactivated Environmental Isolate”
 - Alkaline Lysis extraction:
“Inactivated Environmental Isolate”
- Do not use for description of goods:
 - Pharmaceuticals, Bacteria, Genetic Material, Baby Formula, DNA, Medical, Microbiological, etc., or sample(s) will be delayed!
- Refer to the Charles River website for preparation of DNA extracts, liquid and dried ethanol preparations and alkaline lysis extractions.

		614 Interchange Blvd. Newark, DE 19711 Phone: +1.302.292.8888 Fax: +1.302.292.8488 Accugenix Customer Support@crl.com www.criver.com/accugenix	Charles River France 9, allée du Moulin Berger 93018 Evry FRANCE Tel: +33 437 50 29 15 Accugenix.Lyon@crl.com	Accugenix® Service Request Confirmation 
CUSTOMER ACCOUNT INFORMATION				
Company	Accugenix, Inc.	Request Code	249116	
Contact	Eunan Hendron	Account	111555 (ACC2)	
Address	614 Interchange Blvd.	Num. Samples	5	
Phone	Newark, DE 19711, United States 302.292.8888	Email	kai.tseng@crl.com	
AUTHORIZATION Kai Tseng (Electronically) 2017-04-25			Colony Info ID Circled Colony Only	
AUTHORIZED SIGNATURE (REQUIRED - INDICATES SAMPLES CAN BE TESTED ACCORDING TO TERMS AND CONDITIONS)			Payment Info. CCVisa1263	
TEST INFORMATION				
No.	CUSTOMER SAMPLE ID	TEST	TAT	COMMENTS
1	Em sample 1	AccuGENX-ST	1	potentially mixed culture
2	Water sample 2	AccuPRO-ID	2	may need to sub-culture
3	Clean room A sample 3	BacSeq	5	may need to sub-culture
4	Clean room B sample 4	BacRio	2	potentially mixed culture
5	Clean room C sample 5	FunITS	0	may need to sub-culture