

IHC & Histopathology Services Sample Submission Guidelines

High quality data are obtained with high quality starting material. The guidelines in this document detail the recommendations for preparing and shipping tissue samples for immunohistochemistry & histopathology services. If you have additional questions, please contact us directly at samples.canopy@bruker.com.

SHIPPING INFORMATION

All samples should be **shipped overnight** to the following address:

Canopy Biosciences
Attention: Receiving
3535 Breakwater Ave
Hayward CA 94545

Please notify Canopy of your shipment and provide tracking information by sending an email to samples.canopy@bruker.com. In addition, please include your quote number in the email and attach an electronic copy of your sample key. Please include a hard copy of your sample key with your shipment to aid in receipt processing. Samples must arrive on a weekday.

INSTRUCTIONS FOR SHIPPING SLIDES

- If possible, we do NOT recommend baking the slides prior to shipment.
- Ensure all slides are labeled clearly, and please use a solvent-resistant pen if handwriting labels. Labels should be adhered or written on the same side as the tissue.
- Secure the slide firmly in a slide holder, or carrier, or box. Include bubble wrap or another protective shipping material to prevent slides from breaking. Slides should be secured and should NOT be able to “rattle around” in their containers.
- Use a piece of tape to secure the lid of the container. Wrap slide container with bubble wrap or another protective shipping material.
- Also secure the envelope or box for shipping with tape.
- If many envelopes are being shipped, please use a carton or sturdy box for all envelopes.
- For FFPE blocks and slides, samples should be shipped with ice packs to prevent paraffin from melting.

INSTRUCTIONS FOR (TISSUE) SAMPLES

For tissue samples to be embedded: Tissue should be fixed in 10% formalin then transferred and shipped in 70% ethanol. Do not send tissue in formalin. The samples should be transported in a leakproof container with 70% ethanol, put inside of a bag (in case there is a leak), then surrounded with ice packs in the shipment box.

For OCT service and shipping: Fresh frozen samples should be shipped on dry ice in a Styrofoam container. If the tissue is not already embedded in optimal cutting temperature compound (**OCT**), the tissue should be wrapped in clearly labeled aluminum foil inside of a specimen box. If the tissue is already embedded in OCT, the mold which was used to embed the tissue can accompany the block to protect the surface of the tissue from damage and then wrapped in clearly labeled aluminum foil, then placed in a specimen box.

COMMUNICATION

You may have questions about your project, the documentation required, and shipping process. Please reach out to your sales rep directly or email our team at samples.canopy@bruker.com. Be sure to include your name, account name and quote number so we can reference your project.