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Leibniz Institute for Animal Biodiversity  
Foundation under public law

## ZFMK Biobank: deposition of molecular samples

You are considering material donations to the ZFMK Biobank – thank you for your interest / trust!



- The ZFMK Biobank stores samples derived from **animals** (e.g. no bacteria or human samples).
- We accept samples that have been preserved for molecular analysis (e.g. frozen tissue; tissue in 96% ethanol, DMSO, RNAlater; extracted DNA, RNA, etc.) .
- Samples should be **documented extensively** (taxonomic determination down to species or genus level; ideally detailed collecting/field information; collecting/export permit information, if necessary) and must be free from third-party claims.
- The samples should also be referenced to a **voucher specimen** (for morphological examination) deposited in a public collection (e.g., ZFMK), or can alternatively be submitted as whole organisms if small enough (see below). If there is absolutely no other way, high-quality, informative photographs can function as e-vouchers instead.
- Samples can be blocked for requests from third parties for a specified period. Should they wish so, sample donors can also be asked for their consent when a request for the respective sample is made.

The following page contains suggestions / details on animal tissue preservation and submission.



- Pre-labeled, cryogenic 2 mL **collecting tubes can be provided** by us. We also have an alternative format (for limited sample numbers) with 5 mL tubes.
- Samples should be **fresh** or only a **few years old**. In case of doubt, we can test DNA integrity.
- Please remember: Water/humidity and elevated temperature are the greatest threats for the preservation of DNA
  - **Short-term storage**: do not freeze samples, keep them **in refrigerator**.
  - **Medium-term storage**, from 3 weeks on: preferably **freeze and do not thaw** until delivery; **repeated freezing/thawing damages** the DNA considerably
- Samples for **DNA analysis** should be stored **in 96% ethanol as soon as possible**.
  - **The ratio of sample:ethanol should not exceed ca. 1:10** (high 'excess' of ethanol necessary); otherwise, please replace ethanol after a few hours so it is not diluted.
  - **Avoid low percentage alcohol!** The water in it leads to DNA degradation; 100% ethanol contains traces of desiccants: 96% ethanol is optimal.
  - If possible, please use **non-denatured alcohol only**
  - Avoid contact with formalin (formol) and solutions of acetic acid (or any other acid).
- Samples for **RNA analysis** should be stored in RNAlater (if large, partly homogenized) and frozen as soon as possible.
  - For 'homebrew' RNAlater, please provide the recipe that you used.
- Other preservation fluids may be suitable as well (e.g. propylene glycol), please contact us.
- For ZFMK staff: we can provide **dry/vapor shippers** for (also airborne) transport of samples at liquid nitrogen temperatures. These can also be used to directly snap freeze the samples in the field, e.g. **in case you want to avoid exposure to preservation fluids** by maintaining an uninterrupted cooling chain (shippers hold temperature up to 2 weeks).
- Small animals (up to ca. 4 cm) can enter the biobank as **complete individuals**, if so wished. Cuts/punctures into the tissue or removal of a leg enable quicker penetration by the fluid.
- If you wish to split the material, or if you have larger animals, please collect them as for morphological examination and immediately preserve molecular **subsamples, e.g. arthropod legs** (2-3 from ideally the right side of the body) or muscle tissue into tubes with preservation fluid. Sterilize instruments after subsampling (please ask if you do not know how).
- **Do not put more than one animal into a single tube**; don't mix subsamples from 2 animals.
- If you have to use a killing jar, always let the killing medium act aerielly (e.g., a droplet on cotton) and - very importantly - do not leave the sample in the jar for more than max. very few hours (enzymes swiftly eat away at the DNA). Protect the jar from sun/heat! Also in general, always **avoid direct sun** exposition or heated-up vehicles.
- Vertebrate tissue samples:
  - **muscle tissue** preferred. Avoid slimy/mucous or hardened tissue and esp. intestines.
  - Preserve a **tissue piece of max. 0,5cm<sup>3</sup>** (or, alternatively, several smaller pieces); additional tissue from the same animal can go into a second tube.
  - Easy-to-sample tissues: amphibians/reptiles/birds: toes, toepads, tip of tail (if any); small mammals: piece of ear or tail; fish: eye, piece of pectoral fin
- We will ask you for the metadata of your samples (taxonomy, collecting data); you can either submit your own tables or we can provide our scaffold in which you see all available data categories (using this minimizes questions from our side).
- We accept photographs of specimens and can supply you with the specifications.

