**Study Team Instructions**

1. Complete all Study Team fields; one form per study.
   * List all vials being transferred to CRSP; attach additional pages as needed.
   * If CRSP will be shipping, attach matching study requisitions.
2. Email to [processing@fredhutch.org](mailto:processing@fredhutch.org)

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| --- | --- | --- | --- | --- | --- |
| **For Study Team** | | **For CRSP Use Only** | | | |
| ***RG#*** |  |  | ***Date*** | | ***Initials*** |
| ***Specimen Type(s)*** |  | ***Received*** |  | |  |
| ***Purpose*** | Store  Ship by Study Team  Ship by CRSP | ***Accessioned*** |  | |  |
| ***Temperature*** | Amb  +4°C  -20°C  -80°C  LN2 | ***Billing*** | | | ***Qty*** |
| ***Date Prepared*** |  | ***Accession BatchShip*** | | **0010** |  |
| ***Prepared by*** |  | ***Ship Ambient*** | | **0053** |  |
|  |  | ***Ship Frozen*** | | **0054** |  |

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| --- | --- | --- | --- |
| **Vial ID** | **Quantity** | **\*Box #** | **Notes** |
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\*If multiple containers