TCGB Paper Service Request Form Submission Instructions

How to Submit a Request:

1. Download the TCGB service request form.

2. Complete all required fields electronically. Input your sample ID with letters, digits and/or hyphens. Please do not use spaces, slashes, or any other special characters to be used for the sample name.

3. Email the completed form as an attachment to sequencing@mednet.ucla.edu.

4. If a PO is needed, a quote will be created based on your service request form.

5. The TCGB staff will follow up with you by email regarding your request.

**Important: TCGB will not accept samples without an emailed copy of the request form and fund account number (or PO) to sequencing@mednet.ucla.edu. We can only accept samples after your submission form has been confirmed via email.