

# Custom cDNA Normalization Service

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Please print clearly and complete all items.

Include a fax number or email so that we may contact you if questions arise.

Name: \_\_\_\_\_

Clontech Account #: \_\_\_\_\_ Date: \_\_\_\_\_

Institution/Company: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Shipping Address: \_\_\_\_\_

Phone #:( ) \_\_\_\_\_ Fax #:( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_

P. O. #: \_\_\_\_\_ Quote #: \_\_\_\_\_

(Please fax a copy of your P.O. with this form) \_\_\_\_\_ (if applicable)

Visa/  MC/  AmEx: \_\_\_\_\_ Date: \_\_\_\_\_

(Note: Your order cannot be processed without either a P.O. # or credit card information.)

By signing this document, I agree with the terms and conditions specified below.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## US & Canadian Customers

1. Please fax a completed copy of this order form and signed purchase order to the number below before sending samples.
2. Send samples with copy of order form and your purchase order.

## Clontech Laboratories, Inc. Attn: Clontech Custom cDNA Normalization Service

1290 Terra Bella Ave.  
Mountain View, CA 94043, USA  
Fax: 650.424.1064  
Tel: 800.662.2566, ext. 2  
E-mail: tech@clontech.com

## International Customers

Please contact your local  
Clontech representative.

## Normalized cDNA Order Form

### Sample Information

1) What type and amount\* of RNA sample are you providing?

Poly A<sup>+</sup> RNA \_\_\_\_\_ µg

Total RNA \_\_\_\_\_ µg

\* The minimum amount of RNA required to synthesize cDNA is 5 µg. Please provide a gel photo of each sample along with OD readings.

2) The RNA sample is:

In water (RNA samples should be approximately 1 µg/µl)

In ethanol (RNA samples should be approximately 0.1 µg/µl)

3) If your sample is in ethanol, has salt been added to the ethanol?

Yes  No

4) Has your sample been in contact with livestock serum (e.g. bovine) at any time?

Yes  No

5) What species is your sample from?

Human  Rat

Mouse  Other \_\_\_\_\_

6) What is the specific source of your sample (e.g. mouse CD4 cells, human bone marrow, etc.)?

7) Is your sample from a mammalian species?

Yes NOTE: For mammalian species, pseudo RT-PCR analysis will be performed with one of the following genes-derived probes: ACTB, UBC, or GAPDH.

No NOTE: If your sample is from a non-mammalian species, you will need to provide the sequence(s) of up to 3 abundant transcripts (at least 400 bp each) for pseudo RT-PCR analysis.

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## Service Requested

### Custom cDNA Normalization Service

Description: The process of normalizing cDNA reduces abundant sequences significantly. The resulting normalized cDNA offers increased ability to discover novel sequences and facilitates identification of rare transcripts. This is especially important for high-throughput applications.

Choose your desired quantity of normalized cDNA:

- 3 µg (Cat. No. 636759)
- 5 µg (Cat. No. 636760)
- 7 µg (Cat. No. 636761)
- 10 µg (Cat. No. 636762)

## Sample Preparation Requirements

### Total RNA/Poly A<sup>+</sup> RNA

For all RNAs include a description of the procedure and the results from quality tests that you have performed. A gel photo and OD readings must be included with your RNA sample. Purification of Poly A<sup>+</sup> RNA is not required, nor recommended.

### RNA Quality

To ensure the highest quality data, we test all RNA with UV spectroscopy and agarose gel electrophoresis. If your sample is found to be degraded, we will inform you immediately.

### Abundant Transcript Sequence Requirement (for non-mammalian species only)

If your sample is from a non-mammalian species, please provide information about at least one abundant sequence ( $\geq 400$  bp) in the following table. If the Gen Bank Accession Number or name of the abundant transcript is unavailable, please attach the sequence. The sequence is unnecessary if the Gen Bank Accession Number is provided.

	Abundant Gene Name	Gen Bank Accession Number	Sequence Attached (Yes or No)
1			
2			
3			

## Shipping Samples

Send starting sample material by overnight delivery, with sufficient dry ice to last a minimum of two days. International shipments should have sufficient dry ice to last at least 5 days. Domestic shipments should be sent on a Monday, Tuesday, or Wednesday. International shipments should be sent on a Monday or Friday. Samples received without dry ice will not be processed. Fax completed order form to 650-424-1064. Samples must include a copy of the completed order form and your purchase order.

## Changes or Cancellation

The cDNA normalization service is processed in three milestones:

- 1) RNA quality analysis
- 2) Normalization of cDNA
- 3) Normalization efficiency check

Charges incurred due to a change in your order will include the cost of the last milestone reached, and the percentage of the current milestone reached.

## Confidentiality Statement

Clontech Laboratories, Inc. does not claim any title, rights of ownership, or the like on the results of this custom service. After completion of the project, you will receive data/reagents that result from the service. We will retain information about the service in our files, in the event you need further assistance. An optional confidentiality agreement is available upon your request, establishing that this service will be treated as confidential.