



WiCell Cytogenetics Courier Instructions for UW Madison

- Notify the WiCell Cytogenetics Lab that you will be shipping cells for testing (cytogenetics@wicell.org) at least 24 hours in advance.
- Complete one test request form ([Cytogenetic Testing Form](#)) for each sample and send them along with the cells.
- Call Badger Cab at (608) 256-5566, dial Option “1”.
 - Call Badger Cab when your specimens are packed and ready to send. Don’t try to schedule ahead.
- Provide Badger Cab with your name, telephone number, location of the package pickup and any helpful details for the pickup site.
- Provide the location for delivery. This will always be:

WiCell Cytogenetics Lab
504 South Rosa Road
Suite 101
Madison, WI 53719

- Always choose a service level of Regular 90 min and use the account WiCell – Cytogenetics.
- Describe the weight, size and special instructions for the shipment. We recommend mentioning the fact that the delivery is of live cells that are sensitive to both temperature fluctuation and jostling.
- Parafilm the plate or flask and package it with absorbent material in a Styrofoam box to minimize jostling.
- Label the box with the delivery address above as well as a “this side up” indication.
- Please include an aliquot of your media with the cells as we often will feed the cells again before harvesting for metaphase chromosomes.

Deliveries can be accepted Monday through Friday from 8:00 a.m. to 5:00 p.m., preferably the day before the culture is ready for testing. Please contact us if you require different arrangements and call (608) 316-4145 with any questions!

Thank you,
The WiCell Cytogenetics Team

WiCell Research Institute - Cytogenetics Lab ☐ www.wicell.org/cytogenetics
PH: (608) 316-4145 ☐ FX: (608)204-9699 • Email: cytogenetics@wicell.org • 504 S. Rosa Road, Suite 101, Madison, WI 53719
Billing Inquires Contact: Luke Phelps-McGuire ☐ PH: (608)316-4727☐ Email: accounting@wicell.org