



KSCSTE-KERALA FOREST RESEARCH INSTITUTE
Peechi P.O, Thrissur District Kerala, India. Pin-680653
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Application for DNA Barcoding/Fingerprinting

1. Name of the Applicant : Mr./Ms./Dr.....
2. Address :
.....
.....
Phone(O) :
Mobile :
E-mail :
- (Applications without a valid e-mail id will not be processed)**
3. Billing Address :
.....
.....
4. Affiliation :
5. Purpose/Application : Research/Commercial
6. Nature of Material :
7. Type of Analysis : DNA Barcoding
SSR/ISSR Fingerprinting
8. Total Number of Samples :

9. Sample Details (Use additional sheets, if needed)

Sample Number	Sample Code	Species/Genus	Sample Type (Tissue/DNA/Purified PCR product/Unpurified PCR product)	Remarks
1				
2				
3				
4				
5				
6				
7				
8				

10. Primer/Loci Details (Use additional sheet if needed)

For Plants: matK rbcL ITS Others, specify.....

For Microbes: ITS 16S Others, specify.....

For Microsatellite analysis, please attach list of primers and primer sequences

11. Any other information the applicant wishes to convey:

12. I acknowledge that I have read and agree to the terms and conditions* (please tick)

Place :

Date :

Signature of the Applicant

**refer page 4 of this application form*

Details, if Payment is made by DD

Amount: Demand Draft No.....

Dated..... drawn on(Name of the bank).

For office use only

Application No. : KFRI-SN-_____

Cost Estimate :

Verified :

Recommended and forwarded :
(Scientist-in-Charge)

Director's Approval :

Date :

Number of Samples : Sample condition :

Samples Received by: Date :

Payment details

Invoice No..... dated.....

Amount Paid: ` KFRI Cash Receipt No.....dated.....

Date of final result sent :

Remarks, if any :

Signature of Scientific in-Charge :

Terms and Conditions

DNA Fingerprinting and DNA Barcoding Services

1. Application form for DNA fingerprinting (SSR/ISSR) and DNA barcoding services can be downloaded from the KSCSTE-KFRI website. (www.kfri.res.in)
2. Send the duly-filled application form to ‘**The Director, KSCSTE-KFRI Peechi P.O, Thrissur District Kerala, India. Pin-680653.**
3. All applications shall be scrutinized and soft copy of primer details (if applicable) should be sent along with the application.
4. Total cost for the analysis should be paid in advance either as DD drawn in favor of **The Director, KSCSTE-KFRI** payable or in cash at the KFRI cash counter.
5. Samples will be processed on receipt of payment only. All payments are 100 % non-refundable.
6. In all correspondences, the envelope should be superscribed in bold letters as **KSCSTE-KFRI -APPLICATION FOR DNA FINGER PRINTING/DNA BARCODING SERVICES.**
7. Samples Rejection Criteria:
 - Incomplete application form e.g. without signature, date, affiliation, complete pages and mentioning proper primers.
 - Samples not properly labelled.
 - Samples without sufficient quantity and bad quality.
 - Samples received in good condition only will be analyzed and the applicant will be intimated if they are to resend samples (if found unsuitable).
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8. Barcode loci to be analyzed should be indicated in the application form clearly.
9. Time needed for analysis will depend on the number of samples and complexity of the species analyzed.
10. Result will be sent only through e-mail. **Results are subject to the quality of samples as received.** Any clarification regarding results should be enquired within 7 days from the date of receiving the results.
11. Full experimental details and protocols will be provided with the final result.
12. Leftover samples, if any, will be stored for a maximum of three months from the date of sending the results and DNA sample for one year, after which it will be discarded. If DNA samples are required back, please mention that in the application form.
13. The Director, KSCSTE-KFRI reserves the right to reject an application, citing no reasons.

Disclaimer: The efficiency of PCR amplification, quality of sequence read, level of species resolution and the type of results generated depend on the type of wood/plant samples & species analyzed and KFRI shall report the results to the party as it arises. Further, we assume that the sample provided by the party will be suitable to yield good quality DNA/PCR products.