

PROCEDURE FOR DNA CHEEK SWAB COLLECTION

Wash your hands and use basic hygiene when collecting samples. Please wait at least one hour before collecting the samples if you have eaten or have washed your teeth.

1. Label a clean small paper envelope with the date and the name of the person to be tested. Do not use a plastic bag to keep your samples.
2. Cut one end off 4 clean cotton buds per person (take care not to touch the buds themselves) so that one end is blank.
3. Rub 2 of the swabs at the same time on the inside of one cheek for approximately 30 seconds. Using the last 2 swabs, repeat again on the inside of the other cheek.
4. Leave the cotton buds to dry for around 1-2 hours at air temperature.
5. Place the cotton buds into the labelled envelope. Do NOT lick the envelope shut.



Step 3: Rub the cotton buds on the inside of each cheek for **30 seconds** to make sure that the amount of biological material collected is enough for your DNA test.

MAIL YOUR SAMPLES AND PAPERWORK TO:

**DNA SOLUTIONS
17 Hanover Square
Mayfair, London W1S 1BN
UNITED KINGDOM**

SUBMISSION FORM

Relationship: Use the same name or label as written on the samples.

Father: _____ Father's ethnic background*: _____

Mother: _____ Mother's ethnic background*: _____

Son 1: _____ Son 2: _____

Daughter 1: _____ Daughter 2: _____

* Ethnic background is needed if ordering the PI report. Otherwise, it is only used for statistics purposes.

I would like to order (please check the appropriate boxes below):

- 18-Loci Premium Test - £148 (minimum 99.99% accuracy)
- 23-Loci Super Test - £188 (minimum 99.9999% accuracy)

- I am having _____ extra persons tested (children or possible fathers): £99 per extra person
- I am sending _____ discreet samples (ie. toothbrush, ear wax): £99 per discreet sample
- Region report of each loci tested and the result obtained: £20 extra
- Allele report of each loci tested and the result obtained: £25 extra (shows 18 loci)
- Print out of the DNA profiles: £20 extra (shows 18 loci)
- Paternity Index (PI) report, including relevant statistics and allele report: £30 extra (shows 18 loci)

Note: A letter stating your results is always supplied. DNA profiles and reports only supplied when box ticked (above).

Ancestry Testing (save £30 per test if ordered now). Results on gloss A3, full colour certificate.

- Maternal** Ancestry (£30 discount, ~~£128~~ **£98**) Name: _____
- Paternal** Ancestry (£30 discount, ~~£128~~ **£98**) Name: _____ (males only)

How you would like to receive your test results? (Select one or multiple options):

Name: _____ Telephone: _____

Email: _____ Mob/Cell: _____

Mailing Address: _____

PAYMENT OPTIONS:

I will be paying the full total amount of £ _____ by:

Bank Transfer (Natwest Acc. 50350242, Sort Code 60-02-20. Please, quote your name)

Visa MasterCard

Card Number: _____ / _____ / _____ / _____ Expiration Date: _____ / _____

Name on card: _____ Signed: _____

Note: You must read and sign the "terms and conditions" page to show that you understand and agree to them. Results only supplied to persons who sign the terms, or give us the correct password.

TERMS AND CONDITIONS

1. We (DNA Solutions) warrant that that the result of the analysis of biological samples provided, whose testing you authorise, is correct but subject to a margin of error of 0.001%. No further representation, warranty, or undertaking is given or made in relation to the result of analysis.
2. The information contained in the result of analysis is prepared solely for the use of the customer to whom it is given or sent by DNA Solutions.
3. In the very unlikely event that the result of analysis is found to be in error, being the error caused by DNA Solutions or one of its partners, we shall refund to you any amount you have paid us in respect of the analysis. Alternatively, we shall perform further analysis at no charge to you, the customer.
4. Subject to paragraph 3 above, we shall not be liable for any loss or damage suffered by you or any other person as a result of the provision to you of a result of analysis, the activity of the company or any error that may occur while the samples where in possession of DNA Solutions.
5. You understand that the result of the analysis is solely provided for your private use. Given that the samples are submitted directly by the client, and that they do not follow a chain of custody, DNA Solutions cannot verify their origin and, in consequence, the result of the analysis is not suitable for legal purposes.
6. You warrant that you are legally entitled to possession of the samples you have provided to us. You agree to indemnify us against any loss or damage that we may suffer as a result of any illegal activity related to the requested service and in which you may have taken part directly or indirectly. You should obtain independent legal advice about your legal entitlement to take or obtain samples of biological material from persons other than yourself. We make no representation that you are legally entitled to perform any particular act in order to obtain biological samples for analysis, and we will not indemnify the customer or any other person for any illegal act derived directly or indirectly from the sample collection or the test.
7. If a supplied discreet sample is deemed to be insufficient for testing purposes, we will test a standard sample (mouth swab) at no extra charge. If the new sample is again a discreet one, a new fee for this type of samples will apply. If a third sample is needed, the client agrees to pay, not only the fee for discreet sample if applies, but also 50% of the chosen test. In any case will the fee for a discreet sample be refunded once the test has begun.
8. The analysis will not begin until the service has been paid in full.
9. If DNA test services are paid and then cancelled before the test has begun, a £30 refund processing fee will be deducted. If DNA test services are paid and then cancelled once the test has begun, no refund will apply and results will be issued. Any deposits paid for the shipping of the sample collection kit will not be refunded in any case.
10. Under special circumstances, you may pay by cheque, but you agree to pay £5 extra for your test, £50 for any returned cheques and you will have to take into consideration that your result will be only provided once your cheque(s) has cleared.
11. You agree to allow any DNA information obtained to be used anonymously for scientific statistical purposes.
12. DNA SOLUTIONS gives test results faster than its advertised time in over 99% of cases, no liability is accepted for late results. The promised date of receipt refers only to the result of the test, not including any additional report requested. We will not accept responsibility for any delay caused by a third party. Persons who have paid an additional fee for express results, shall receive 20% of that express fee refunded for every day past the promised date of receipt of results, or until the entire express fee is refunded in full.
13. DNA SOLUTIONS does not offer an on-site representation for ratifying the results. The client understands and accepts that, in case the presence of a technician or any other personnel of DNA Solutions or any of its associates for any kind of process, this service will not be offered. In case of a subpoena, the client accepts to pay the charges for this service, as well as any other expenses derived from it.
14. DNA SOLUTIONS will process 18 loci for an order of a 18-Loci Premium Test and 23 loci for an order of a 23-Loci Super Test. In the advent that any loci fail to yield a result (ie. such as can more often happen with difficult, damaged or older samples) the customer shall accept a result allowing for at least 16 of 18 (for 18-Loci Premium Test) and 18 of 23 (for 23-Loci Super Test) to have yielded a final result.

I hereby agree to the terms and conditions set out above and confirm the information I have given is correct.

SIGNED _____ DATE _____

NAME (Please print) _____

SIGNED _____ DATE _____

NAME (Please print) _____

Written results can only be supplied to persons who agree and sign the terms and conditions (above). For security purposes, please give us a password, we will ask for this password if you call us for information regarding your test results. (Please remember your password)

MY SECURITY PASSWORD IS: _____