\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SORT REQUEST FORM**

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Name:

Email:

PI:

Department:

Billing Fund (6-digit Peoplesoft) or PO #:

Biosafety Protocol – MGB IBC # (DFCI BCC#):

**Requested Date and Time for Sort:**

**Second Choice** (in case of conflict)**:**

**Will the user attend in case of issues arising or adjustments needed:**

* If yes, methods of communication preferred:

**Sample Information**:

**Biosafety Level:** [ ]  BL1 [ ]  BL2

**Cell Origin:** [ ]  Human [ ]  Mouse

**Cell Type:**

**Number of Samples to Sort:**

**Estimated Total Cell Number to be Sorted per Sample:**

**Number of Populations to Sort per Sample:**

**Minimum Number of Cells Desired:**

**Downstream application with the sorted cells** (sterile culture, RNA extraction, etc)**:**

**Fluorochromes used:**

**Cytometer Information:**

**Cytometer:**  [ ]  Self-Operating Sorting: 4-Laser (no UV, training required)

 [ ]  Assisted-Sorting: 5-Laser (with UV)

 [ ]  Assisted-Sorting: 4-Laser and 5-Laser (with UV)

**Nozzle and Pressure:** [ ] 70um/70psi [ ] 85um/45psi [ ] 100um/20psi

**Collection format:**

* Bulk - [ ]  5mL FACS Tubes [ ]  1.5mL Eppendorf Tubes [ ]  15mL Falcon Tubes
* Plate - [ ]  6-well [ ]  12-well [ ]  24-well [ ]  48-well [ ]  96-well [ ]  384-well
* Temperature - [ ]  4 ℃ [ ]  25 ℃

**Instrument Description & Sample Preparation Disclaimer Agreement:**

To ensure the best possible outcome for your cell sorting experiment, please confirm that you have reviewed and understood the pages below regarding our instrument descriptions and sample preparations, found on the Center for Cellular Profiling website:

[ ]  Instrument Description – <https://ccp.bwh.harvard.edu/instrument-description/>

[ ]  Sample Preparation – <https://ccp.bwh.harvard.edu/sample-preparation/>