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**Instructions for ATAC-seq sample submission for UCSD Investigators**

Please contact epigenome@ucsd.edu to discuss your project with Center for Epigenomics staff before submitting samples. Once you have spoken to Center staff and are ready to submit samples, please:

**(1)** Ensure that your samples are prepared according to guidelines [here](https://www.dropbox.com/s/q1dxu6jdd6zht2h/EPIGEN_ATAC_sample_prep_05072019.pdf?dl=0).

**(2)** Complete sample manifest (download blank copy [here](https://www.dropbox.com/s/kwlyh2t8jdx5scm/UCSD_Epigenomics_sample_submission_form_ATAC-seq_05072019.xlsx?dl=0)).

* Please be sure to complete all fields in “Samples” tab.
* Please be sure to review policies and affirm consent on “Policies” tab.
* Please be sure that your samples are in 1.5 mL tubes clearly labeled with the same Sample ID as indicated on your sample submission form.
* Please also label side of tubes with your last name.

**(3)** Send manifest to epigenome@ucsd.edu with the subject line:

 “ATAC-seq sample manifest - [your last name here].

**(4)** Please Drop samples off Monday-Thursday between 10am-4pm at our drop-off freezer (map [here](https://drive.google.com/open?id=1mFoT16kUTCOpgkyomvYMNAQhrKg4uFVV)).