

## Amplicon-EZ Best Practices Checklist

- Optimize your PCR** to eliminate unwanted products.
- Run a gel** to verify that amplicons are 150-500 bp in size. For optimal results, submit samples that produce only one band on a gel.
- Purify the PCR products** to remove primers and dNTPs. You can use DNA-binding beads/columns, enzymatic cleanup, or gel purification.
- Quantify the DNA using a double-stranded DNA method** such as Qubit or PicoGreen. Note that the NanoDrop cannot distinguish between dsDNA and ssDNA (oligos and dNTPs).
- Normalize the concentration to 20 ng/μL.** GENEWIZ does not adjust the concentration prior to library preparation.
- Include at least 500 ng** of double-stranded DNA per sample.
- Prepare samples in microcentrifuge tubes and label each clearly** with the sample name as it appears on the order form.
- Provide a gel image** of your amplicons. You can upload an image to the online order form or include a hard copy with your samples.
- Print out your order receipt** and include it with your samples.
- Submit your samples to GENEWIZ** using one of the following options:
  - **Drop off samples in a GENEWIZ drop box.** Place the samples and order receipt together in a Ziploc bag at room temperature. In order to be included in the weekly processing cycle that begins on Wednesday, US customers must submit samples prior to the drop box deadline on Tuesday (Monday for US customers on the West Coast). If you miss the drop box deadline, feel free to ship samples directly to our New Jersey facility for receipt no later than 3 p.m. ET on Wednesday. To locate a drop box near you, please contact us.
  - **Ship samples directly to our facility.** Use the shipping address listed on the order receipt. You can ship at room temperature or on blue/dry ice.