

**ACRC Repository Mouse Strain Request Form**

I (PI Name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ currently working as (Job title)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at (Institute/ lab address)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_would like to request the following animals from the NCBS ACRC Mouse Strain Repository.

I understand that ACRC can only gift a Maximum of 3 breeding pairs of each requested strain depending on stock availabilities.

I certify that I have contacted the original donating PI/lab/institute and obtained written approval from them or an agreement letter or a signed MTA allowing me to use the animal stocks listed below for my own research purposes and to transfer and breed these stocks in my Institute. [Please do attach these approval documents/ agreements to this form.]

I also understand and agree that according to international nomenclature policies, and under the current NCBS/JAX agreements: all animals bred at the NCBS Animal Care and Resource Center can no longer be referenced with their original facility/repository extension. Animals bred at NCBS ACRC carry the ILAR approved < /Ncbs > animal holding/breeding site lab code (see ILAR website <http://dels.nas.edu/global/ilar/Lab-Codes> for more details).

* For example the < C57BL6/J > originally imported to NCBS from Jackson Laboratories (J= JAX) are now to be referenced as <C57BL6/JNcbs> as stocks having being bred and maintained at NCBS ACRC upon import from JAX.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ACRC accession # | Full Strain name | Original JAX  stock ref. number  (FYI only) | Original Donor lab/ PI/ or repository  (+ attach MTA or agreement letter if applicable) | Number of requested animals / gender / age group? |
|  |  |  |  | See detail below |
|  |  |  |  |  |

Once the animal transfer approval is validated by ACRC, the animals will be shipped to, housed and bred at our hosting Animal Facility with CPCSEA registration Number: \_\_\_\_\_\_\_\_\_\_\_\_ under the care and veterinarian supervision of (Veterinarian Name)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

[NOTE: ACRC animals are housed under different levels of Specific Pathogen Free environments- The complete pathogen list and latest monitoring results corresponding to these different SPF levels can be found on the ACRC website (<https://www.ncbs.res.in/research-facilities/acrc> ).

IMPORTANT: our animals currently bred in the ACRC **SPF level-2 facility are positive for MNV, Helicobacter** and few other pathogens (see latest full pathogen monitoring results on our website link). If you require a strain to be rederived to the highest SPF level-1 standards to clear out all of these pathogens prior shipment and import to your facility: you may have to request us to proceed to a strain rederivation via embryo transfer procedure. This strain re-derivation service is available at ACRC upon request.

I acknowledge that all animal shipping / transportation procedures and logistics will be pre-arranged and financially covered by my Lab / institute and operated to meet and respect all required animal ethics and animal welfare conditions. The NCBS ACRC is NOT responsible for the shipments of live animals to external laboratories.

Date, Name and Signature of the Veterinarian in charge of the CPCSEA registered Animal Facility at destination:

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

Date, Name and Signature of the Principal Investigator requesting the animals: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date, Name and Signature of the Principal Investigator or ACRC administrator donating the animals: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[useful references FYI:

1. JAX [**quick guide to Mouse Nomenclature**](https://www.ncbs.res.in/sites/default/files/users/joryae/JAX_nomenclature_Crispr_gen_guide_2016_04_30.pdf) & more [**detailed guidelines**](https://www.jax.org/jax-mice-and-services/customer-support/technical-support/genetics-and-nomenclature)
2. MGI , Mouse Genome Informatics, the international database resource for the laboratory mouse:  [**http://www.informatics.jax.org/**](http://www.informatics.jax.org/)
3. [**ARRIVE guidelines**](https://www.ncbs.res.in/sites/default/files/users/joryae/NC3Rs%20ARRIVE%20Guidelines%20Checklist%20%28fillable%29.pdf) = international agreement on items to include in your scientific research paper when publishing work involving the use of laboratory animals.
4. It is highly recommended that you do register your lab / facility / institute via their website: [**http://dels.nas.edu/global/ilar/Lab-Codes**](http://dels.nas.edu/global/ilar/Lab-Codes). Your registered <allele creator lab code> will be mandatory when referencing your novel engineered alleles for example.]





Part-II Details of ANIMALS scheduled for pick-up/shipment:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl. No.** | **Full Name of the strain issued** | **Cage barcode** | **Animals genotype confirmed or Not?** | **Total no. of animals issued / animal IDs** | **Sex of animals** | **DOB of animals** | **No. of animals /box/compartment** | **Total no. of boxes** | **Water/food source during transport** | **Mode of transport and Vehicle details** |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

**Name of the staff from recipient facility**

**picking up / transporting the animals: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of the ACRC care taker who**

**transfered the animals to recipient’s cages: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of the ACRC staff (facility technician)**

**Who supervised the transfer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of the Veterinarian checked**

**the animals before issuing gate pass: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**