

## VECTOR PRODUCTION REQUEST FORM

TO REQUEST LENTI, RETROVIRAL OR ADENOVIRAL VECTOR, FILL OUT THIS FORM AND RETURN COMPLETED AND SIGNED FORM TO DR. Junming Yue (901) 448-2091 BY EMAIL TO jyue@uthsc.edu

1. Contact Information			
a. Principal Investigator		g. Primary Lab Contact	
b. Department/Campus		h. Department/Campus	
c. Office Location		i. Laboratory Location (Rm No & Building)	
d. Mailing Address			
e. Phone/Fax		j. Phone/Fax	
f. E-mail		k. E-mail	

2. Services Requested				
a. Virus type (for more than 4 vectors, use additional form)	<input type="checkbox"/> Lenti <input type="checkbox"/> Adeno	<input type="checkbox"/> Lenti <input type="checkbox"/> Adeno	<input type="checkbox"/> Lenti <input type="checkbox"/> Adeno	<input type="checkbox"/> Lenti <input type="checkbox"/> Adeno
b. Shipping to site outside of Memphis (PI responsible for shipping charges)	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
For Vector Core Office Use Only:	1. ID#	2. ID#	3. ID#	4. ID#

3. Biosafety	
To comply with regulatory guidelines, approval is required at the institutional level to be able to possess or work with biohazardous materials. At UTHSC, the materials produced by the Viral Vector Core require containment as stipulated in your Institutional Biosafety Committee (IBC) registration approval letter. Only material s on approved IBC registrations may be generated by the VVC.	
a. <input type="checkbox"/> UTHSC <input type="checkbox"/> UTK <input type="checkbox"/> UT Chattanooga	<input type="checkbox"/> Protocol Submitted <input type="checkbox"/> Protocol Approved b. IBC Protocol Number(s)

4. Plasmid Information (as applicable)	
a. Plasmid (Name of insert gene and promoter)	b. Name of gene(s) to be expressed and size of each gene

## 5. Price Schedule for Viral Vector Core Services

### **Lentiviral vectors:**

Construction of lentiviral vector genome \$1,150 yes no \_\_\_\_\_

Production of lentiviral vector stock from an existing vector genome:

(includes purification, concentration, titration and assay for Replication Competent Lentivirus)

- Small scale: 200  $\mu$ l (1 x 10<sup>9</sup> TU/ml) \$1,100 Yes No \_\_\_\_\_
- Medium scale: 600  $\mu$ l (1 x 10<sup>9</sup> TU/ml) \$2,100 Yes No \_\_\_\_\_

### Other services:

pLenti-rTA for induction of gene expression \$200/ 10  $\mu$ l (10<sup>9</sup> TU/ml) Yes No \_\_\_\_\_

pLenti-GFP (green fluorescent protein) \$200/ 10  $\mu$ l (10<sup>9</sup> TU/ml) Yes No \_\_\_\_\_

plenti-mKate2 (red fluorescent protein) \$200/ 10  $\mu$ l (10<sup>9</sup> TU/ml) Yes No \_\_\_\_\_

Titration of lentivirus by GFP \$150 Yes No \_\_\_\_\_

p24 assay, 1 lentiviral vector \$300 Yes No \_\_\_\_\_

3 lentiviral vectors \$520 Yes No \_\_\_\_\_

**Total Lentiviral vector charges** \$ \_\_\_\_\_

### **Adenoviral vectors:**

Full service large scale: 1.5 ml (10<sup>11</sup> PFU/ml) \$3, 135 Yes No \_\_\_\_\_

- Includes (1) construction of shuttle vector  
(2) adenogenome virus recover  
(3) seed stock purification and titration

Partial service large scale: 1.5 ml (10<sup>11</sup> PFU/ml) \$2,635 Yes No \_\_\_\_\_

- PI provides shuttle vector  
Vector core performs (1) adenogenome virus recover  
(2) seed stock purification and titration

Large scale production from existing seed stock: 1.0 ml (10<sup>11</sup> PFU/ml) \$1200 Yes No \_\_\_\_\_

PI provides titrated seed stock

### Other services:

Construction of shuttle vector alone \$500 Yes No \_\_\_\_\_

Titration by PFU \$220 Yes No \_\_\_\_\_

RCA including PCR \$400 Yes No \_\_\_\_\_

**Total Adenoviral vector charges** \$ \_\_\_\_\_

### **Viral Vector Design and Regulatory Approval for Use of Viral Vectors:**

**Please note: Fees for the following services will be refunded by applying them as a credit toward your first purchase of vectors.**

- Viral vector design/ shRNA and miRNA design \$45/hr Yes No \_\_\_\_\_
- Safety training in handling lentiviral vectors \$45/hr Yes No \_\_\_\_\_  
(up to 3 persons simultaneously)
- Preparation of IBC rDNA registration: Refunded toward first purchase of vectors  
(use of viral vectors in cell culture experiments) \$200 Yes No \_\_\_\_\_
- Preparation of IACUC application: Refunded toward first purchase of vectors  
(use of viral vectors in animals) \$200 Yes No \_\_\_\_\_

**Total Vector Design and Other charges** \$ \_\_\_\_\_

Please note that PIs are responsible for the shipping charges if any apply.

COMMENTS: Please include special instructions or needs.

**6. Billing**

- a.  UTHSC  
 UTK  
 UT Chattanooga

Provide applicable account information  
Account No. \_\_\_\_\_

**AUTHORIZED PI  
SIGNATURE**

\_\_\_\_\_

**7. FOR OFFICE USE ONLY: Confirmation of Compliance Committee approval(s).**

Signature of Biosafety officer:

\_\_\_\_\_/\_\_\_\_\_  
signature (Date)

c. IBC Approval Dates

From \_\_\_\_\_  
To \_\_\_\_\_