

## MWFB INVASIVE AND DESTRUCTIVE SAMPLING POLICY

All requests must be in writing on institutional letterhead to the Curator, Museum of Wildlife and Fish Biology. Information on our holdings may be requested initially by letter or email. Requests should contain:

1. A summary of the research that must include:
  - a. Objectives of the project and its potential scientific value.
  - b. Sources of material and justification for why samples are needed from the MWFB collection.
  - c. Nature of material needed, including sampling site and technique, number of samples per taxon and geographic locality (include WFB catalog numbers if known).
  - d. Qualifications of the investigator(s) to perform the laboratory work.
  
2. Where applicable, submit a copy of all state and federal permits required to possess samples of tissue from endangered, threatened, migratory and otherwise protected species.

Whenever possible, removal of tissue samples from museum specimens will be done by trained researchers or MWFB staff. All efforts will be made to satisfy the particular requirements of the applicant, however, the ultimate decisions regarding how much tissue, from where it will be remove, wetting agents and cutting instruments will be made by MWFB staff. Tissue samples will be considered "grants" and documented as such on the MWFB grant form. The following paragraph appears on all such grant forms, and in signing the form, the borrower agrees to the conditions set below:

"The listed tissue samples from MWFB specimens are "granted" to \_\_\_\_\_ for extraction and amplification of DNA by him/her or his/her staff at\_\_\_\_\_. Use of MWFB tissue samples by other researchers must be approved in advance by the MWFB. No extraction products are to be returned to MWFB, instead, grants will be closed upon the receipt of published or unpublished information on the DNA extraction results of the listed specimens."

Further, the applicant agrees to:

- a. Notify MWFB if any extractions are deposited in tissue banks; ensure that any extraction transfers are labeled with the appropriate WFB catalog number.
  
- b. Notify MWFB if sequences are deposited in any national or international databases and how the data may be accessed; ensure that any sequences are accompanied by the appropriate WFB catalog number.
  
- c. Acknowledge the Museum of Wildlife and Fish Biology in any publications that result from the use of its specimens. Specimens should be cited in the manuscript with the approved MWFB acronym affiliated with the specimen. These acronyms are: WFB-1234 or WFB-1234z. These are clearly written on the specimen tag. Two reprints of each publication should be sent to the MWFB c/o the Collections Manager.

MUSEUM OF WILDLIFE AND FISH BIOLOGY  
DEPT. WILDLIFE, FISH, AND CONSERVATION BIOLOGY  
1 SHIELDS AVE, ACADEMIC SURGE BLDG., RM. 1088  
UNIVERSITY OF CALIFORNIA  
DAVIS, CA 95616  
PHONE (530) 754-8813, FAX: (530) 752-4154



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## INVASIVE AND DESTRUCTIVE

### SAMPLING CONTRACT #

Date:

Grant Recipient:
Title:
Institution:
Address:
Phone: () -
E-mail:

The listed tissue samples from MWFB specimens are "granted" to \_\_\_\_\_ for extraction and amplification of DNA by him/her or his/her staff at \_\_\_\_\_.

Use of MWFB tissue samples by other researchers must be approved in advance by the MWFB. No extraction products are to be returned to the MWFB, instead, grants will be closed upon the receipt of published or unpublished information on the DNA extraction results of the listed specimens.

Further, the recipient of the tissue grant agrees to:

- a. Notify MWFB if any extractions are deposited in tissue banks; ensure that any extraction transfers are labeled with the appropriate WFB catalog number.
- b. Notify MWFB if sequences are deposited in any national or international databases and how the data may be accessed; ensure that any sequences are accompanied by the appropriate WFB catalog number.
- c. Acknowledge the Museum of Wildlife and Fish Biology in any publications that result from the use of its specimens. Specimens should be cited in the manuscript with the approved MWFB acronym & catalog number affiliated with the specimen. These acronyms are: WFB-1234, WFB-1234z, or WFB-123-12-12. Two reprints of each publication should be sent to the MWFB c/o the Collections Manager.

d. List of tissue samples, species and MWFB catalog numbers are as follows:

Item #	Museum of Wildlife and Fish Biology Catalog #	Collector Name-#	Preparator Name- #	Species	Locality
1	WFB-				
2	WFB-				
3	WFB-				
4	WFB-				
5	WFB-				
6	WFB-				
7	WFB-				
8	WFB-				
9	WFB-				
10	WFB-				
11	WFB-				
12	WFB-				
13	WFB-				
14	WFB-				
15	WFB-				
16	WFB-				
17	WFB-				
18	WFB-				
19	WFB-				
20	WFB-				
21	WFB-				
22	WFB-				
23	WFB-				
24	WFB-				
25	WFB-				

Please retain one copy for your records and sign and return a second copy.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 [grantee name], [affiliate institution]

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Andrew Engilis, Jr., Curator, Museum of Wildlife and Fish Biology