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This document provides instructions for self-collection using cotton swabs, which you might already have at home or can easily acquire from a pharmacy (e.g., Q-Tips). It also includes mailing instructions and information on payment methods.



Once completed, please mail the samples and payment to:

DNAForce Inc.
1925 18 AVE NE, STE 115
Calgary (Alberta) T2E 7T8
Canada
14166514848
info@dnatest.ca

For international shipments only, please declare the content as "Exempt Human Specimens (Mouth Swabs)" with a value of 1.00 USD and use the HS code 302100010, if required.

Please ensure that all samples are sent to the above address. While we operate multiple collection centers across Canada, it is not feasible to drop off samples at these locations, as all samples must be received at our main address. We appreciate your understanding.

List of Prices for Each Test:

.....
Paternity (1 alleged father and 1 child)	\$ 199 + tax (swabs)
.....
Maternity (1 alleged mother and 1 child)	\$ 199 + tax (swabs)
.....
To add more people to any of the above tests:	Add \$ 135 + tax more for each additional person (swabs)
.....
Discrete samples other than mouth swabs:	Add \$150 + tax for each discrete sample (examples include hair, toothbrush, kleenex, chewing gum, sperm, cigarette butts, clothing, etc.)
.....

Please note regarding payment:

Following the receipt of your samples, we will email you an electronic invoice. You will be able to pay this invoice using a credit card, such as Visa or Mastercard.

Note: If you have already paid the amount due, kindly include a note indicating this with your samples and provide details (such as a copy of the receipt, account number, etc).



Important: Please avoid placing the swabs in a plastic bag, as the accumulation of humidity can adversely affect the DNA. If the swabs are currently in a plastic bag, kindly transfer them to a paper envelope. We appreciate your understanding.

Instructions

Important:

Please ensure you read the entire instruction sheet before starting. Collect samples from only one individual at a time.

Note:

To obtain a proper sample, it's crucial that the person's mouth is clean. For adults and children: Rinse your mouth three times with warm water. For infants: Give the infant room-temperature water from a bottle before sampling, or if the infant isn't drinking water, wait at least three hours after feeding. Avoid smoking, chewing tobacco, using mouthwash, or brushing teeth 2 hours before sampling. The laboratory must receive the sample within 60 days of collection.

Prepare to Sample

Before beginning the sampling process, gather the following items and avoid touching the swab tips with your fingers:

- 4 sterile cotton-tipped swabs per test participant (available at most pharmacies or drug stores). Q-Tips™ can be used as an alternative, though it's not the preferred method. If using Q-Tips™, cut off one end so that only one cotton-tipped end remains.
- 1 paper mailing envelope for each person being tested.
- 1 larger mailing envelope, at least 6 X 9 inches.
- Warm water for adults and children; for infants, room-temperature water in a baby bottle.

Important: Please avoid placing the swabs in a plastic bag, as the accumulation of humidity can adversely affect the DNA. If the swabs are currently in a plastic bag, kindly transfer them to a paper envelope. We appreciate your understanding.

Obtain Samples - Step by Step

1. Rinse the mouth three times with water. For infants, either allow them to drink water or ensure their mouth remains clean for 30 minutes before collection.
2. Label the paper envelopes for each test participant. Include the individual's name, race, biological sex, and their relationship to the group. For race, use only one of the following categories:
 - Caucasian
 - Asian
 - Hispanic
 - Unknown
 - African
 - Other (specify)

How to prepare the envelopes



Small envelopes are recommended for individual samples. Use a larger envelope to hold and ship the complete kit, which should include the sample envelopes and completed forms.



3. **DO NOT TOUCH THE TIP OF THE COTTON SWAB.** To collect a sample, firmly roll the cotton swab on the inside of each cheek 30 times (approximately 1 minute). Ensure you cover the entire inner cheek surface.
4. Allow the swab to dry for 1 hour. Then place the swab in the envelope labeled with the person's name.
5. Repeat steps 3 and 4 with the remaining three swabs.
6. Once all four swabs are collected and sealed in the envelope, you have completed the sampling for the first person! Proceed to sample the next person, starting from Step 3 for each additional individual.
7. **IMPORTANT:** When finished, you should have one sealed envelope per person, each containing four swabs.
8. Next, complete the form in the following section and send the samples to DNAForce Inc., using the address provided on page one.



Select the type of DNA test

Paternity Test Maternity Test Single Profile DNA Test

Other: _____
(please contact us before selecting the *Other* option.)

Primary contact person

Who should we contact first if we need additional information or for other reasons? Please fill in only the sections where you consent to being contacted. If you prefer not to be contacted in a particular way, leave that section blank.

Tip: If you prefer not to receive mail at your home address, consider providing an alternative trusted address, such as your work address or a friend's address.

Full Name

Phone 1
Phone 2 (optional)

Mail results to:

Street

City Province/State Postal/Zip code

Country Canada Other: _____

Email results to:

Email 1
Email 2 (optional)

I consent for all the participants to this test. Signature* of the consenting adult:

8. **ADULT SIGN HERE** → _____ 9. Date of signature / /

*Your signature constitutes agreement to the general terms and conditions and to the acknowledgement on the back of this page. The consenting adult is usually the person himself/herself if older than 18 years of age. However, for a minor, a person not legally responsible or a deceased person, it is their legal representative that must sign. I confirm that I have signed this form on the same day as the collection.



PLEASE READ THESE TERMS AND CONDITIONS CAREFULLY FOR IMPORTANT INFORMATION.

ACKNOWLEDGEMENT 1. I authorize DNAForce Inc. or its agents, suppliers and contractors to collect my specimens, or the specimens of the individual named on this form, necessary for the performance of the DNA test. 2. I understand that biological samples (blood, cheek cells, hair or skin) will be removed using standard techniques which carry very little risk. 3. There may be a possibility that the laboratory findings will be uninterpretable or of unknown significance. 4. I acknowledge and understand that if for any reason the biological specimen is inadequate for evaluation, DNAForce inc. (and each DNAForce Inc. partner) shall not be held liable if it is unable to produce test results due to insufficient specimen or due to the nature or condition of the specimen. DNAForce may request additional samples and the testing party may incur additional fees for specimen re-collection or re-testing. 5. I authorize DNAForce Inc. to provide a copy of the results of this test to any person submitting DNA samples for this test. 6. If this test involves a minor (under 18 years of age) or a person who is otherwise legally incapable of consenting, I represent and warrant that I have the legal authority to request and consent to, and will assume all legal responsibility for the collection of the specimen and for the authorization to perform DNA testing of said minor/person. I authorize DNAForce Inc. to provide the results to his or her legal guardian(s) or parent(s). 7. I verified that the information contained on this form is correct and true to the best of my knowledge. 8. I confirm I witnessed the labelling of my name and/or that of the individual for whom I am providing consent on the package containing the specimen. 9. I authorize DNAForce Inc. to conduct the genetic test in accordance with its rules and policies, including the use of third party testing facilities.

TERMS AND CONDITIONS 1. Participation in genetic testing is completely voluntary. 2. The genetic test to be performed does not tell us anything about your health or about any health problems you (or your family) may have. DNAForce Inc. does not directly or indirectly practice medicine, or give medical advice or provide medical services as part of its genetic testing and reporting. 3. This test is not guaranteed to be 100% accurate. There is always some very small possibility that the test will not work properly or that an error will occur. There is a low error rate even in the best laboratories. 4. You understand that the samples may be stored for regulatory compliance and quality control testing. You understand that the samples may be used for research, only after all identifiers have been removed from the sample. 5. The results are confidential to the extent allowed by law. They will only be released to third parties or medical professionals with my written consent or as otherwise allowed by law. 6. DNAForce Inc. will take all reasonable measures to deliver your report within a reasonable time but it is not responsible for any delays however caused. 7. DNAForce Inc. does not provide legal advice and you are responsible for obtaining your own legal counsel in relation to any issues pertaining to this test. 8. Testing may be delayed until full payment is provided. I understand that I will receive test results only when the terms of my payment or payment plan have been fulfilled. I understand that the deposit and any partial payments are not refundable. I understand that DNAForce Inc. will hold the initiator of the test primarily responsible for ensuring that full payment is made, and that DNAForce Inc. will ultimately hold all tested parties individually responsible for full payment, regardless of who initiated or requested the DNA test. In addition, I understand that I will be responsible for any collection costs and/or attorney fees associated with a third party collection of the balance due.

RELEASE: DNAForce Inc. and its respective directors, officers, employees, consultants, and agents make no representation and disclaim all expressed and implied warranties and conditions of any kind. Including without limitation, representations, warranties or conditions regarding accuracy, timeliness, completeness, non-infringement, satisfactory quality, merchantability, merchantable quality, or fitness for any particular purpose or those arising by law, statute, usage of trade or course of dealing. DNAForce Inc. and its respective directors, officers, employees, consultants and agents assume no responsibility to you or any third party for the consequences of any errors or omissions. You expressly agree that use of this report is at your sole risk and agree to indemnify, hold harmless and defend DNAForce Inc. and its respective directors, officers, employees, consultants and agents from and against any and all losses, claims, demands, expenses (including legal, and lawyer's fees) or liabilities of whatever nature or kind asserted by, suffered or incurred by third parties arising out of your use of the content in this report, from the collection of the specimen(s), testing procedures, or result of the test, including but not limited to any allegation that you did not have legal right to submit said specimen(s) for testing. The respective directors, officers, employees, consultants and agents of DNAForce Inc. shall not, under any circumstances, be liable for any direct, consequential, incidental, indirect or special damages of any kind, or any other damages whatsoever. Including without limitations, those arising from any decision made or action taken by you in reliance upon the content or those resulting from loss of use, data or profits, whether resulting from the use of or inability to use any content in this report, or any other cause even if caused by the negligence of DNAForce Inc. and its respective directors, officers, employees, consultants and agents, regardless of whether such damages could have been foreseen or prevented. In the event DNAForce Inc. is found liable, damages shall be limited to the value paid for the test conducted. The above limitations and exclusions shall apply to you to the fullest extent that applicable law permits in all actions of any kind, whether based on contract, tort (including without limitation and negligence) or any other legal or equitable theory. Any clause declared invalid shall be deemed severable and not to affect the validity or enforceability of the remainder of these Terms of Use. The laws in force from time to time in the Province of Ontario shall govern this agreement and you hereby submit to the exclusive jurisdiction of the Courts of Ontario. I agree to contact DNAForce Inc. in writing and within 30 days from the date of the report if I have any questions or concerns or claims about the testing process or the outcome of the test. Complaints or claims received after the expiration of the 30 days from receipt of report will be considered expired.

PARENTAL OR GUARDIAN CONSENT IS REQUIRED FOR THE PARTICIPATION OF A CHILD UNDER THE AGE OF 18. I hereby give permission to collect and test biological samples from the minor child or otherwise legally incapable of consenting person or deceased person named in question 2 on page 1. I confirm I have legal authority to consent to the collection of the samples and DNA testing on their behalf and assume all legal responsibility. If this test involves a deceased person I further attest that I am the successor of this person.