

## Arbovirus Surveillance Program Instructions for Submitting Mosquito Cartons to DSHS

This is our “Quick Start Guide” for submitters enrolled in the Arbovirus Surveillance Program who are approved to submit mosquito cartons to the DSHS Laboratory. Please contact us if you would like our training manual for the complete details.

1. Boxes are insulated and are reused. Boxes and cartons are supplied by the laboratory.
2. Cartons are also reused, so please do not write on them or use tape labels.
3. Each carton should have its own submitter form (Form G-14) **completely** filled out and attached using the rubber band.
4. Please put no more than 100 mosquitoes in each carton (~1/2 – 1 tsp). We only look at ~100 mosquitoes and too many of them in a carton will stress the mosquitoes and cause their scales to be rubbed off, which we use in identification.
5. If possible, please do not send multiple cartons from a single trap.
6. **Expand the water bottle**; fill with water to the line, making sure to tighten cap; and then freeze. This provides cool temperatures during shipping. **Moisten** the newspaper and wrap around the water bottle. This provides some humidity. This will help to insure the mosquitoes arrive alive and healthy.
7. Close and tape the box with our return label showing. Most submitters use Greyhound Bus and this has worked well.
8. Please ship Monday through Thursday. Do not ship on Fridays so that the mosquitoes arrive on the weekend.
9. As always, if you have any questions or concerns, please give us a call anytime.

Thank you,

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