

## How to: DNA-analysis and determination of biological paternity

(Keep this page for your own reference. Use these instructions to take saliva samples and send them to the laboratory for analyses together with the application form)

### Instructions

1. Take a clean cotton swab (or Q-tip). Rub it firmly against the inside of the cheek and under the tongue of the alleged father. Twist it around while doing this to make sure that every side of the applicator is used.
2. Immediately put the sample into a paper container (envelope) and label it with "Alleged father", the date the sample was taken, and the name, the place of birth and the date of birth of the test subject.
3. Take a clean cotton swab (or Q-tip). Rub it firmly against the inside of the cheek and under the tongue of the child. Twist it around while doing this to make sure that every side of the applicator is used.
4. Immediately put the sample into a paper container (envelope) and label it with "Child", the date the sample was taken, and the name, the place of birth and the date of birth of the test subject.
5. Repeat this procedure for any additional possible fathers, additional children or the mother (the mother can participate free of charge. Although highly advisable, this is not strictly necessary).
6. Choose an 8 digit alphanumeric code (a-z, 0-9) that you will use to consult the status of your DNA-analysis on our website. Using this code will also enable you to download and consult the results when the analysis is finished. You can record your code below for your own reference, but do not forget to copy it to the application form also.

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7. Package the samples together with the completed and signed application form and send to  

Life-ID BVBA  
Verwantschapsanalyse  
Technologiepark 3  
B9052 Zwijnaarde  
Belgium
8. Surf to <http://www.Life-ID.be/> click the orange 'My DNA test: Status' link in the left sidebar to view the status of your analysis request. Use smallcaps (lower case) when you enter the password to open the .pdf report document.

### Payment

#### How much?

€ 299,00 for a normal paternity test: one alleged father and one child. A sample of the biological mother is analyzed at no extra charge. It is advised that you include a sample of the mother if possible.  
+€ 100,00 for each additional sample: additional alleged fathers and additional children.  
+€ 200,00 express fee: results in 48 hours.

#### How?

Pay by bank money transfer to 737-1213766-48  
payable to Life-ID BVBA  
Verwantschapsanalyse  
Technologiepark 3  
B9052 Zwijnaarde

For international payments you can use the international bank account number

BE11 7371 2137 6648

and the BIC (=SWIFT) code KREDBEBB

You can also include the payment in cash with the application form and the samples. Always send cash money by registered post.  
Or you can bring the samples to the lab and pay directly (cash only).

#### When?

We need to have received the samples with the completed and signed application form, and your payment must be complete before we can initiate the analysis.

## Application form: DNA-analysis and determination of biological paternity

(Send this completed and signed application form by mail to Life-ID, Technologiepark 3, B9052 Zwijnaarde, Belgium)

### Consent to DNA Testing Services Agreement

The applicant confirms by applying for this analysis, to agree with the following terms. The Belgian applicant understands that the data obtained by this analysis can be considered to be personal identity data as described by the Belgian civil law on the protection of the privacy of december 9th, 1992. The applicant will not use the data obtained for 'processing' as meant by this law. Foreign applicants understand that it is their own responsibility to determine if this type of testing is legal in the state and/or country that they reside in. The applicant certifies that the information contained in this application is true and correct, and that all samples are taken with the informed consent of all test subjects, and in the case a minor is involved, the informed consent of his/her legal representative(s) who give their consent in the best interest of the minor. The applicant assigns Life-ID to the analysis of biological relationships or equality of identity of the test subjects whose DNA is present in the provided specimens or whose DNA-profiles are provided by the applicant. The applicant understands that there is no guaranteed turnaround time for these results, and that most paternity results are provided within two weeks after the application is accepted. The applicant understands that the results may be delayed for reasons outside Life-ID's control such as poor specimen collection/conservation or contaminations, and that when this happens, Life-ID will try to contact the applicant to obtain a new sample. One sample can be re-submitted this way at no cost, after which a standard fee will be charged for each additional sample. Life-ID does not guarantee that these results will be admissible as evidence in a court of law, however these results could possibly be used as evidence in a court of law. The applicant understands that he should consult an attorney before pursuing to use these DNA-test results for legal purposes. The applicant agrees to the terms and conditions of payment described in this application. The applicant relinquishes Life-ID and its representatives from all responsibility for possible effects, physical or psychological, that may result from the collection of these specimens and from any effects that the information obtained from the analysis results may have, and assumes full responsibility for any consequences that the requested analysis may have.

### Cost and payment

The analysis costs: € 299,00 (DNA-analysis of specimens from one child + one alleged father, or one child + alleged father + mother; analysis of biological relations; analysis report)

DO NOT ADD THE FOLLOWING FEES IF THEY DO NOT APPLY

+ € 100,00 per additional sample (extra children, other alleged fathers)

+ € 200,00 express service fee (if you choose to request it by checking the option below).

The applicant will fulfill the payment for the analysis, and agrees to the payment conditions below.

Payment in advance is required for the analysis to be initiated.

Any remaining debts on the invoice are due within 15 days after the invoice date. Failure to complete payment within this time will result in the charge of an interest of 10% per year on the remaining amount, increased with a conventional compensation of 10% of the remaining amount with a minimum of € 50,00 for coverings within Belgium and €100,00 for coverings abroad. Only the courts of the legal district of Oudenaarde are competent to judge this agreement, to which Belgian law applies.

### Reporting options:

Check one or more of the desired options below

- I request the express service (+ € 200,00 express service fee, results in 48 hours)
- I wish to be contacted by telephone on completion of the analysis.                      phone number:
- I wish to be contacted by SMS on completion of the analysis.                                      mobile phone:
- I wish to be contacted by e-mail on completion of the analysis.                                      e-mail:
- I wish to receive the report by regular mail at the address below.

<b>Name:</b>	<b>Zip:</b>
<b>Street address:</b>	<b>City and country:</b>

- I want to receive all correspondence in discreet, unmarked envelopes.
- I wish to consult the status and result of my analysis online, using my webcode.

Choose an eight digit alphanumeric webcode (a-z, 0-9) that you will use to consult your webpage on our website. Write it down below, but keep a copy for your own reference also.

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### The applicant:

<b>Date:</b>	<b>Signature</b>
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