



## MEMORANDUM

Study	CBP-201-206 and CBP-201-207
Date	26 March 2026
Subject	PDF Lab Requisitions and Labels from LabConnect

The purpose of this memorandum is to address the process of sample collection for sites who have run out of lab kits. Sites may use tubes from either their own supply or from a different Connect study. In both scenarios, appropriate lab requisitions and labels are needed so samples can be tracked within LabConnect systems. PDF lab requisitions and labels can be provided via email by LabConnect.

To request requisitions and labels, all sites should email [lscerbo@labconnect.com](mailto:lscerbo@labconnect.com), [khill@labconnect.com](mailto:khill@labconnect.com), and [workorders@labconnect.com](mailto:workorders@labconnect.com), copying their CRA, for awareness. Sites in the UK, Georgia and Serbia should additionally copy [alella@labconnect.com](mailto:alella@labconnect.com). Sites should provide the following information when they make the request:

- Connect Study/Protocol Number
- Applicable Kits (A, B, C, D, E) and tubes/tests that require PDF requisitions and labels
- Quantity of requisitions and labels needed

Sites will receive an email with a PDF of the requisitions and labels that will need to be printed. The labels and requisition sets can only be used once, as the accession number needs to be unique for each subject/visit. The labels should be cut and taped to the tubes. If tubes from another kit are being utilized, ensure the new PDF label covers the entire original label. Ensure the accession number on the labels and requisition match. Samples received with incorrect labels or mismatched requisitions may NOT be processed or may face delays.

For any additional questions, please reach out to: Lauren Scerbo: [lscerbo@labconnect.com](mailto:lscerbo@labconnect.com) or Ola Lella: [alella@labconnect.com](mailto:alella@labconnect.com).