



## INSECT INFORMATION OFFICE SAMPLE SUBMISSION GUIDELINES

The Insect Information Office is part of the Department of Entomology of The Connecticut Agricultural Experiment Station. This office answers inquiries about insect problems for all Connecticut residents, including homeowners and businesses.

Dr. Gale E. Ridge is responsible for the office. The office is located in Room A103, Jenkins-Waggoner Laboratory. Office hours and phone access is Monday-Friday, 8:30 a.m.- 4:30 p.m.

**Insect samples** can be submitted in person or by mail. Diagnosis involves visual assessment often using microscopic examination, and other procedures as necessary.

**Questions or requests for information** can be made by phone, fax, email, or in person.

For more information:

Dr. Gale E. Ridge  
Department of Entomology  
The Connecticut Agricultural Experiment Station  
123 Huntington Street  
New Haven, CT 06511

Phone: (203) 974-8600  
Fax: (203) 974-8502  
Email: [Gale.Ridge@ct.gov](mailto:Gale.Ridge@ct.gov)

Toll-Free Phone Number Outside New Haven Area: 1-877-855-2237

### How to Collect and Submit Samples:

1. Collect fresh specimens. Send or bring in a generous amount of material, if available.
2. All specimens should be submitted in crush proof containers. In addition, the submission of spiders should be in a container of alcohol that is leak proof. Please be sure the container is well packed. If samples arrive in poor condition it may be necessary for us to request additional specimens. **Mail packages to arrive on weekdays.**
3. Intact ticks, mosquitoes, and other blood-feeding arthropods are acceptable submissions, but we **cannot accept any public submissions of human or animal blood, mucosa, feces, or other tissues.** Medical samples must be submitted to us through a physician, veterinarian, or medical facility.
4. **If possible, provide complete background information about the specimen.** A form to accompany samples is available upon request from this office or from the Experiment Station website. It is suggested that this form be completed as thoroughly as possible to assist with diagnosis.

### Mailing Address:

The Connecticut Agricultural Experiment Station  
Insect Information Office  
123 Huntington Street  
New Haven, CT 06511

Please feel free to call the office with any questions prior to submitting your sample. You can contact Dr. Gale Ridge by telephone (203-974-8600), or email [Gale.Ridge@ct.gov](mailto:Gale.Ridge@ct.gov). Providing answers to your important questions prior to sample submission may enable us to get you the answers you need more quickly. The IIO also provides an informational website that is located at the following URL address: <http://www.ct.gov/caes/iio>.