

# CRYOPORT CRYOMAX<sup>®</sup> CRYOGENIC SHIPPING SYSTEM



## Shipment Loading Instructions

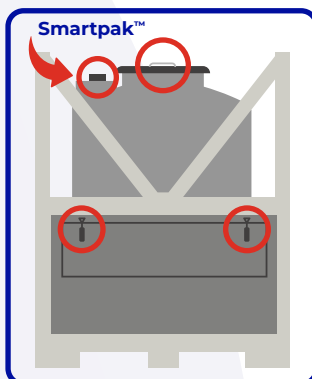
NEED HELP? CONTACT CRYOPORT SYSTEMS' CLIENT CARE AT (949) 470-2305 OR EMAIL CS@CRYOPORT.COM

### Step 1



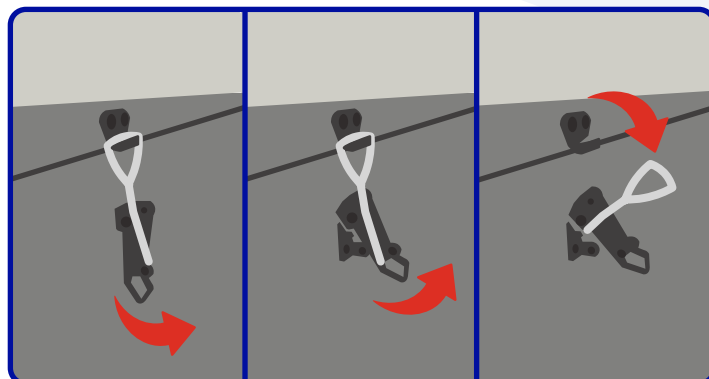
Wear the appropriate Personal Protective Equipment (PPE) when handling cryogenic shipments.

### Step 2



Once the shipping system arrives, check the hardware and the case for the Smartpak<sup>™</sup> Condition Monitoring System for any damage that may have happened during transit.

### Step 3



Locate the two (2) latches that hold the drop step in place. Then lift the latch handle and pull the latch pin away from the shipping system to unlatch both sides.

**NOTE: Proceed with caution; the drop step may fall open when the latches are released.**

### Step 4



After the latching mechanisms are disengaged, carefully lower the integrated drop step with two (2) hands.

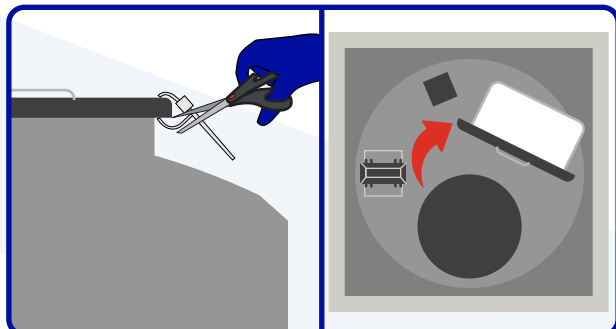
### Step 5



Once you release the step, hold onto the steel frame for support and prop your feet onto it to access the vapor plug. The max weight limit for the drop step is 300 lbs/136 kg.

**NOTE: Follow local safety regulations associated with proper balance and stability.**

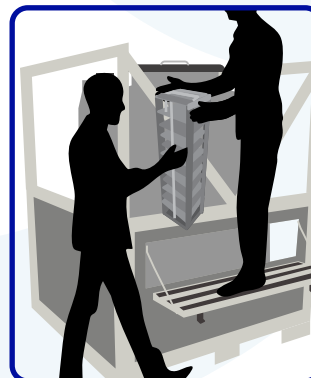
### Step 6



Use scissors to cut the zip tie located on the side of the vapor plug. Remove the vapor plug and set it aside with the Styrofoam facing up.

### Step 7

#### For Cryoport Box Racks ONLY



Work with the appropriate personnel to remove the preconditioned cryovial box racks from the shipping systems' commodity tray.

# CRYOPORT CRYOMAX® CRYOGENIC SHIPPING SYSTEM

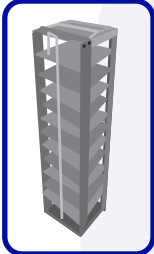
## Shipment Loading Instructions



NEED HELP? CONTACT CRYOPORT SYSTEMS' CLIENT CARE AT (949) 470-2305 OR EMAIL [CS@CRYOPORT.COM](mailto:CS@CRYOPORT.COM)

### Step 8

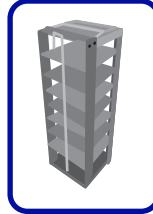
Secure your payload with secondary packaging and/or a compatible accessory. For additional security, we recommend ordering dunnage, e.g., bubble wrap, to secure your payload once it is placed in the commodity tray.



#### ACC-9146 Cryovial Box Rack

Reusable box rack for cryogenic vials.

- Holds 12 cryovial boxes
- Cryovial box sizes up to 5" W x 5" L x 2" H
- Minimum box width is 5.5"



#### ACC-9163 Cryovial Box Rack

Reusable box rack for cryogenic vials.

- Holds 8 cryovial boxes
- Cryovial box sizes up to 5" W x 5" L x 3" H
- Minimum box width is 5.5"

**NOTE:** Be sure to fill each compartment in the commodity tray to ensure proper immobilization. Precondition commodities and accessories before loading them into the payload chamber. Incorrect preconditioning of the materials can lower hold time by 20%.

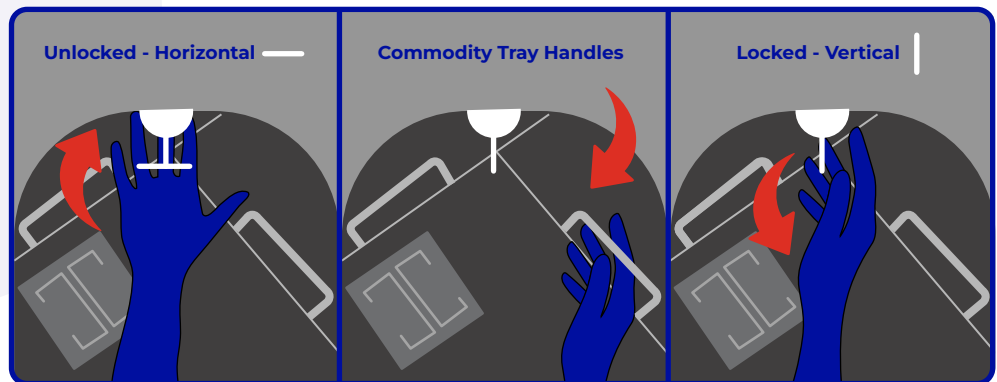
### Step 9



Work with the appropriate personnel to lift the payload and insert it into the shipping systems' commodity tray. To avoid temperature spikes, reinsert the vapor plug if there is a pause while loading the commodity tray.

**NOTE:** Follow local safety regulations associated with proper lifting.

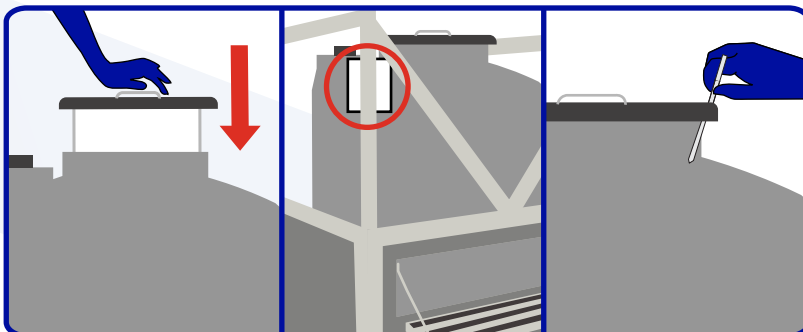
### Step 10



The shipping systems' commodity tray features four (4) compartments. To access the other compartments, pull the lock pin out towards you and turn clockwise until horizontal. Then use the handle in the middle of the compartments to turn the commodity tray and insert additional payload. To lock the commodity tray and prevent rotation, pull the lock pin out, turn it counterclockwise until it is in a vertical position, and you hear a click.

**NOTE:** Pull the handle slowly to confirm that the commodity tray is properly locked in place.

### Step 11



Reinsert the vapor plug and align it with the zip tie hole on the right side. Locate the zip tie in the clear travel pouch attached to the left side of the dewar. Insert the zip tie to secure the vapor plug to prevent tampering during transit. Do not overtighten the zip tie as it will cause breakage.

**NOTE:** If a serialized zip tie is present, record the serialized number on all necessary documentation.

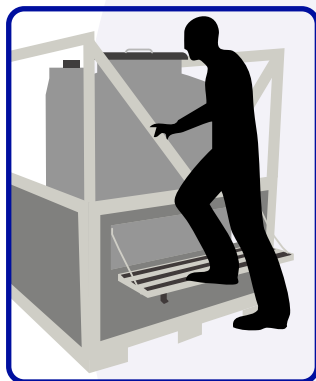
# CRYOPORT CRYOMAX® CRYOGENIC SHIPPING SYSTEM

## Shipment Loading Instructions



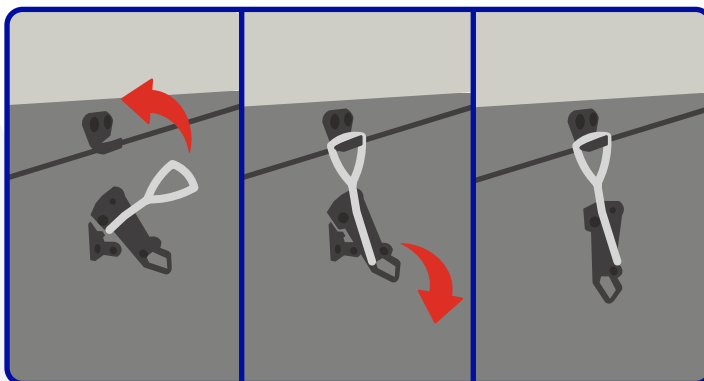
NEED HELP? CONTACT CRYOPORT SYSTEMS' CLIENT CARE AT (949) 470-2305 OR EMAIL CS@CRYOPORT.COM

### Step 12



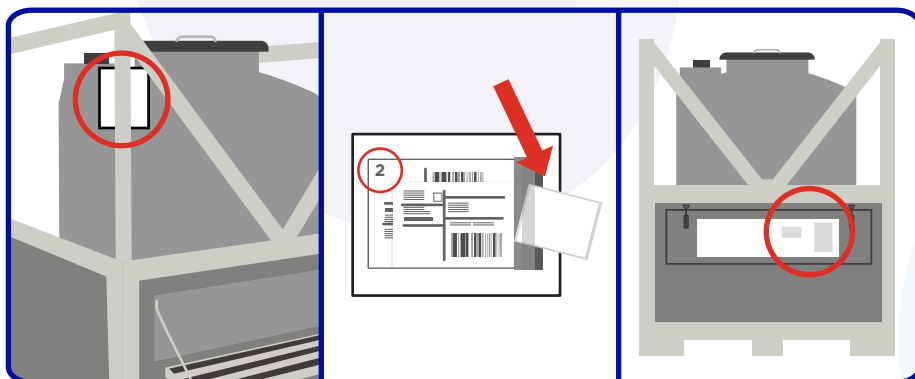
Hold onto the steel frame for support as you use the drop step to get down. Once your feet are on the ground, lift the drop step to reengage the latches on each side.

### Step 13



Lift the latch pin, connect it onto the hook, and push the handle down to latch both sides.

### Step 14



Locate the shipping envelope in the clear Leg 2 travel pouch attached to the left side of the dewar. Take out the labels/markings and place them on the drop step panel.

**NOTE:** Only active leg documents should be removed from the corresponding pouch.

### Step 15

**For International Shipments ONLY**

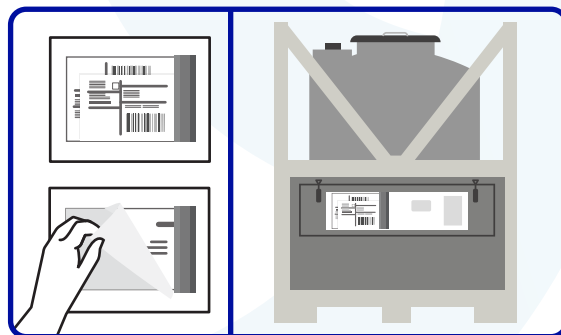


Sign and date the commercial invoices located in the Leg 2 envelope.



Return all shipping documents behind the Air Waybill, including any permits, forms, licenses, etc.

### Step 16



Pack the necessary documents into the Leg 2 envelope, with the air waybill on top. Then seal the envelope, remove the sticker backing, and place it on the drop step panel.

**NOTE:** Documents will include the air waybill and the QA certification (if necessary).