

COLLEGE OF ENGINEERING AND APPLIED SCIENCE  
USER REQUEST TO USE SHARED LABORATORY EQUIPMENT

Complete and Return to College Facilities Manager

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The College of Engineering and Applied Science purchased equipment and instruments using Engineering Initiative (Tier 1) funds. These resources are located in laboratories that: (a) require access permission, (b) include other resources that were not purchased by the College, (c) contain research projects being conducted by other researchers, and (d) are often managed by lab managers who oversee operation of the entire laboratory. Therefore, while the use of College-purchased equipment and instruments is available to all researchers in the College, such use is a privilege and not a right. By completing and signing this form, you and your Principal Investigator are requesting your access to use these resources. Your request will then be evaluated following the College's procedures. Completion of this request does not imply or guarantee access.

User Name: \_\_\_\_\_ User W Number: \_\_\_\_\_

User E-Mail: \_\_\_\_\_ User Phone: \_\_\_\_\_

Equipment to Use: \_\_\_\_\_

Location of Equipment: \_\_\_\_\_

User's PI's Name: \_\_\_\_\_ Project: \_\_\_\_\_

Period of Expected Use: \_\_\_\_\_ Acct No: \_\_\_\_\_

Brief Description of Project: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
User Signature, Date

\_\_\_\_\_  
Principal Investigator Signature, Date