



**PUSAT PENGURUSAN MAKMAL
UNIVERSITI (PPMU)**

Form Num.	UURL/F/29
Revision No	1/2023
Effective Date	01/02/2023
Equipment	MALDI-TOF-TOF MS/MS
Sample Serial No.	

**ADVANCED MASS SPECTROMETRY LABORATORY
SAMPLE SUBMISSION FORM**

General Rules and Requirements:

- All information provided should be true
- Booking will be notified/updated by email or phone call
- Booking procedure
 - Complete the application form including valid research vote number
 - Submit the completed application form to UURL Sample Acceptance Counter
 - Fast Lane is offered to non-UTM customers with an additional 50% charge from the normal price.**
- Sample Condition & Preparation
 - PPMU has the right to cancel any analysis if the sample is suspected to have a high risk to the safety of the operator or can cause damage to the instrument during the analysis. The cost of damages will be borne by the customer.**
 - The remaining samples will be disposed of within a month after the analysis is completed.**
 - The samples could not be dissolved in water (H₂O) and molecular weight from 200Da-4KDa
- All inquiries regarding **MALDI-TOF-TOF MS/MS** should be forwarded to the Assistant Science Officer Mdm. Fahtinoor Amera Binti Othman (email: fahtinoor@utm.my, tel: 07-5557729/57718) or visit our website at ppmu.utm.my

1. APPLICANT'S PERSONAL PARTICULARS

Name of Applicant						
Status of Applicant	<input type="checkbox"/> Undergraduates	<input type="checkbox"/> Master	<input type="checkbox"/> PhD	<input type="checkbox"/> Researcher		
Student Matric No.						
Faculty/ Department						
Hand Phone No. & Email						

2. SUPERVISOR DETAILS (for internal applicant and academic institution only)

Name of Supervisor						
Staff ID No.						
Faculty/Department						
Hand Phone No.						
Email						
Mode of Payment	<input type="checkbox"/> Cash	<input type="checkbox"/> EFT	<input type="checkbox"/> Log card	<input type="checkbox"/> Invoice	<input type="checkbox"/> Fast Lane	
*Payment using invoice	Research Vot No. (e.g.: QJ091600.24C3.01D32)					
	Balance of V29000					
Signature & Official Stamp	*A digital signature is not recommended. Any matters raised in the future are beyond our responsibilities					

3. SAMPLE INFORMATION

Name of Sample						
Type of Sample	<input type="checkbox"/> Liquid	<input type="checkbox"/> Powder	<input type="checkbox"/> Gel			
Chemical Formula						
Molecular Weight (MW)						
Type of Matrix to be Used						
Type of Solvent to be Used						
Mass Spectrometry Testing to be Used	<input type="checkbox"/> MS	<input type="checkbox"/> MS/ MS				
Type of Sample Preparation <i>(Please attach the chemical structure of sample)</i>	<input type="checkbox"/> Natural Product (Extraction/ Isolation)					
	<input type="checkbox"/> Synthesized Compound <i>(Please specify the MW and Chemical Formula of Reactants)</i>				
	<input type="checkbox"/> Commercially Available <i>(Please specify the purity)</i>				
	<input type="checkbox"/> Others <i>(Please specify)</i>				
No. of Samples Submitted & Labels						
Additional Information <i>(eg. Buffer & Solubility)</i>						