



**PUSAT PENGURUSAN MAKMAL  
UNIVERSITI (PPMU)**

Form Num.	UIRL/F/21
Revision No.	1/2023
Effective Date	01/02/2023
Equipment	UV-VIS-NIR
Sample Serial No.	

**MOLECULAR SPECTROSCOPY LABORATORY  
SAMPLE SUBMISSION FORM**

**General Rules and Requirements:**

- All information provided should be true
- Booking will be notified/updated by email or phone
- Booking procedure
  - Complete the application form including valid research vote number
  - Submit the completed application form to UIRL 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.**
- All inquiries regarding **UV-VIS-NIR** should be forwarded to the Science Officer Ms. Nor Syafawani Sarah binti Md Saad (tel: 07-5557729, email: [svafawani@utm.my](mailto:svafawani@utm.my)) or visit our website at [ppmu.utm.my](http://ppmu.utm.my).

**1. APPLICANT'S PERSONAL PARTICULARS**

Name of Applicant							
Status of Applicant	<input type="checkbox"/> Undergraduates	<input type="checkbox"/>	<input type="checkbox"/> Master	<input type="checkbox"/>	<input type="checkbox"/> PhD	<input type="checkbox"/>	<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"/>	<input type="checkbox"/> EFT	<input type="checkbox"/>	<input type="checkbox"/> Logcard	<input type="checkbox"/>	<input type="checkbox"/> Invoice	<input type="checkbox"/> Fast Lane
*Payment using invoice	Research Vot No. (e.g.: Q.J091600.24C3.01D32)							
	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**

	Sample 1	Sample 2	Sample 3
Name of Sample			
Range of Wavelength (nm)			
Expected Wavelength (nm)			
Mode of Analysis	<input type="checkbox"/> Absorbance <input type="checkbox"/> Transmittance <input type="checkbox"/> Reflectance		
Types of Samples	<input type="checkbox"/> Powder <input type="checkbox"/> Liquid <input type="checkbox"/> Film <input type="checkbox"/> Solid		