UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UIRL/F/63
		Version	1/2024
		Effective Date	01/02/2024
		Equipment	MASK ALIGNER
		Sample Serial No.	UIRL/

MICRONANO FABRICATION AND MACHINING LABORATORY

SAMPLE SUBMISSION FORM (INDUSTRY)

General Rules and Requirements:

1. All information provided should be true
2. Booking will be notified/updated by email
3. Booking procedure
   a. Submit the completed application form to UIRL Sample Acceptance Counter
   b. Fast Lane is offered to non-UTM customers with an additional 50% charge from the normal price
4. Sample Condition & Preparation
   a. PPMU has the right to cancel any analysis if the sample is suspected to have high risk on 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.
   b. The remaining samples will be disposed of within a month after analysis is completed.
5. All enquiries regarding the **MASK ALIGNER** should be forwarded to the Science Officer (Mrs Nurnazmin Mohd Nordin, email: nurnazmin@utm.my, or Assistant Engineer, Mr Muhammad Sulaiman Muhammad Zain, m.sulaiman@utm.my, tel: 07-557729) or visit our website at ppmu.utm.my.

1. APPLICANT'S PERSONAL PARTICULARS	
Name of Applicant	
Hand Phone No	
Email	
Department/Division	
Signature & Official Stamp	***A digital signature is not recommended. Any matters raised in the future are beyond our responsibilities**

2. COMPANY DETAILS								
Name								
Registration No.								
Address								
Telephone No.								
Email								
Mode of Payment		**Cash**		**EFT**		**Invoice**		**Fast Lane**

3. SAMPLE INFORMATION				
Total No. of Sample				
Name of Sample				
Sample Information				
Solvent				
Time	**In**		**Hour**	
	Out		**Minute**	
Remarks				