UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UIRL/F/112
		Revision No.	1/2023
		Effective Date	01/02/2023
		Equipment	METALLURGICAL MICROSCOPE
		Sample Serial No.	UIRL/

MICROSCOPY & IMAGING 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 complete 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 a high risk on the safety of the operator or can cause damage to the instrument during the analysis. The cost of damage will be borne by the customer.
   b. The remaining samples will be disposed of within a month after analysis is completed.
5. All inquiries regarding **METALLURGICAL MICROSCOPE** should be forwarded to the Assistant Science Officer (Mrs. Norshilyla Binti Mohd Jailani, email: norshilyla@utm.my, tel.: 07-561 0267, Miss. Anis Asyikin Binti Sukari, email: anis.syikin@utm.my, tel.: 07-561 0268) 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								
Type of Sample		**Powder**		**Solid**		**Bulk**		**Gel**
Name of Sample								
No. of Sample								
Sample Properties		**Normal**		**Toxic**		**Carcinogenic**		
Already Done Sample Preparation		**Yes**		**No**				
Magnification to be Used		**5X**		**10X**		**20X**		**50X**
Testing Required		**EFI**		**MIA**		**MEASUREMENT**		
Result Information		**Full Report**		**Workbook**				
Description / Notes								