

 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UURL/F/104
		Version	1/2024
		Effective Date	01/03/2024
		Equipment	SPIN COATER
		Sample Serial No.	UURL/
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 UURL 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 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 **SPIN COATER** should be forwarded to the Science Officer (Mrs Nurnazmin Mohd Nordin, email: nurnazmin@utm.my) or Assistant Engineer (Mr Muhammad Sulaiman Muhammad Zain, email: m.sulaiman@utm.my, tel: 07-5557729) 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	<input type="checkbox"/> Cash	<input type="checkbox"/> EFT	<input type="checkbox"/> Invoice	<input type="checkbox"/> Fast Lane
3. SAMPLE INFORMATION				
Total No. of Sample				
Sample Information				
Solvent Used				
Time	In		Hour	
	Out		Minute	
Remarks				