UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UIRL/F/96
		Revision No	1/2024
		Effective Date	01/03/2024
		Equipment	TQ LCMS
		Sample Serial No.	UIRL/

ADVANCED MASS SPECTROMETRY LABORATORY
SAMPLE SUBMISSION FORM (INDUSTRY)

General Rules and Requirements:

1. All information provided should be true
2. Booking will be notified/updated by email or phone
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 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. **All samples should be dissolved in an ESI-friendly solvent system. Suitable solvents include: H_2O, MeOH, and ACN** (No THF, TFA as they promote ion suppression).
   c. All samples **must be filtered** to remove any particulate matter.
   d. Submission tube(s) should be either an eppendorf tube or a 2mL Clear Vial PTFE/SIL. Vial insert can be used. Label all samples clearly with your name, date, sample's ID and wrapped in zipper bag
   e. References in the form of journals / standard methods / relevant technical reports should be attached to ensure compatibility with the instrument.
   f. The remaining samples will be disposed of within a month after the analysis is completed.
5. All inquiries regarding the **Triple Quadrupole of LCMS** should be forwarded to the Assistant Science Officer (Pn. Fahtinoor Amera Binti Othman) (tel: 6075333052, email: fahtinoor@utm.my) or Senior Science Officer (ChM. Malahah Binti Mohamed, email: malahah@utm.my 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						
No. of Sample & Label						
Name of Sample						
Polarity of Sample		**Polar**		**Medium Polar**		**Non-Polar**
Type of Sample		**Normal**		**Carcinogenic**		**Toxic**
Mobile Phase A with ratio						
Mobile Phase B with ratio						
Details of Target Compound	**No.**	**Name**	**Chemical Formula**	**Molecular Weight *(MW)***	**Targeted Product Ion *(MW)***	
	1.					
	2.					
	3.					

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Types of Column *(Please tick (/) one only)*		Hypersil GOLD 100x2.1mm 1.9um
		Hypersil GOLD 50mm x 2.1mm 1.9µm
		Hypersil GOLD 150x2.1mm 1.9um
		Hypersil GOLD Phenyl 50x2.1mm 1.9um
		Hypersil GOLD Phenyl 100x2.1mm 1.9um
		Hypersil GOLD Phenyl 150x2.1mm 1.9um
		Hypersil GOLD AX 50x2.1mm 1.9um
		Hypersil GOLD AX 100x2.1mm 1.9um
		Hypersil GOLD AX 150x2.1mm 1.9um
		Hypersil GOLD HILIC 50x2.1mm 1.9um
		Hypersil GOLD HILIC 100x2.1mm 1.9um
		Hypersil GOLD HILIC 150x2.1mm 1.9um
		Hypercarb HT 30x2.1mm 3um
		Hypercarb HT 50x2.1mm 3um
		Hypercarb HT 100x2.1mm 3um