
 UTM UNIVERSITI TEKNOLOGI MALAYSIA	PUSAT PENGURUSAN MAKMAL UNIVERSITI (PPMU)	Form Num.	UIRL/F/90
		Version	1/2025
		Effective Date	08/01/2025
		Equipment	FLUORESCENCE
		Sample Serial No.	UIRL/
		Page	1 of 3
MOLECULAR SPECTROSCOPY LABORATORY			
SAMPLE SUBMISSION FORM (INDUSTRY)			

General Rules and Requirements :


1.	All information provided should be true.
2.	Sample submission procedure.
	a. Complete the Sample Submission Form
	b. For sample submission via walk-in : Submit the completed Sample Submission Form and samples to UIRL Sample Acceptance Counter
	c. For sample submission via mail : Submit the completed Sample Submission Form and the samples. Samples must be packaged in a suitable container for courier delivery. The parcel should be addressed to the person in charge of the instrument, as it will be received directly by them.
3.	Fast lane is offered with an additional 50% charge from the normal price.
4.	For sample criteria and conditions, refer to UIRL Sample Submission Criteria in the PPMU website at ppmu.utm.my.
5.	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. Posted samples will be received by laboratory personnel.
6.	Only samples that are ready to be analyzed are accepted by the lab.
7.	The remaining samples will be disposed of within a month after analysis is completed.
8.	Quotation will be provided upon request.
9.	Payment must be made within fourteen (14) working days after the invoice is issued.
10.	Analysis duration is within fourteen (14) working days after receiving the samples.
11.	The laboratory will provide test results after the payment proof is presented to the laboratory personnel.
12.	All inquiries regarding the Fluorescence Spectrophotometer should be forwarded to Mrs. Nor Syafawani Sarah Md. Saad (email: syafawani@utm.my) tel: 07-5610235 or Assistant Engineer, Mr. Mohammad Sulaiman bin Muhammad Zain, email: m.sulaiman@utm.my tel: 07-5533099 or visit our website at ppmu.utm.my

***All pages must submitted**

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Application Details :

1. APPLICANT'S PERSONAL PARTICULARS	
Name of Applicant	
Hand Phone No.	
Email	
Hand Phone No. & Email	
Department/Division	
Signature & Official Stamp	<p>*A digital signature is not recommended. Any matters raised in the future are beyond our responsibilities</p>
	<input type="checkbox"/> I have read and agreed to the General Rules and Requirements
2. COMPANY DETAILS	
Name	
Registration No.	
Adress	
Telephone No.	
Email	
3. PAYMENT	
Method of Payment	<input type="checkbox"/> UTM PayHub System <input type="checkbox"/> Invoice

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MOLECULAR SPECTROSCOPY LABORATORY

SAMPLE SUBMISSION FORM (INDUSTRY)

Mode of Service	<input type="checkbox"/> Normal	<input type="checkbox"/> Fast Lane
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4. SAMPLE & ANALYSIS INFORMATION *(Please attach the referred journal)*

Sample Type	<input type="checkbox"/> Solid/Powder	<input type="checkbox"/> Liquid	<input type="checkbox"/> Thin film
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Number of Sample	
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Sample Properties (Please tick (/))	<input type="checkbox"/> Toxic	<input type="checkbox"/> Carcinogenic	<input type="checkbox"/> Others: _____
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Range of Wavelength (nm)	
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	Sample 1	Sample 2	Sample 3
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Name of Sample			
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Excitation wavelength (nm)			
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Emission wavelength (nm)			
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Mode of Samples (Please tick)	<input type="checkbox"/> Excitation	<input type="checkbox"/> Excitation	<input type="checkbox"/> Excitation
	<input type="checkbox"/> Emission	<input type="checkbox"/> Emission	<input type="checkbox"/> Emission
	<input type="checkbox"/> Lifetime	<input type="checkbox"/> Lifetime	<input type="checkbox"/> Lifetime