

# INHART RESEARCH LABORATORY

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Revision No.	0
Effective Date	26/09/2019
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## Laboratory Booking Form (Laminar Flow)

**Booking No:**  
IH-LBF-

**Applicant Information**

Name:	Staff/Matric No:
Study level/ Position:	Contact No:
Dept./Company/Institute:	Email address:

**Booking Information**

<b>Booking Date (to be determined by Officer)</b>		
	<b>From</b>	<b>To</b>
<b>Date</b>		
<b>Time</b>		

**Information on Equipment (fill if any identification number i.e. serial number etc.)**

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Method of Work/ Parameters	Description of Samples		
<p><i>*Please attach reference method from journal/ articles (if applicable)</i></p>	<b>Status:</b> Please circle relevant column	<b>Sample received</b>	<b>Sample NOT received</b>

Notes:  
*\*All applications for booking must be reach the INHART Lab at least 3 days prior to the date requested.*  
*\*Analysed samples must be collected by the customer within 3 days after receiving the result, if not, the samples will be disposed.*

I have read, understand and will abide the laboratory rules and safety regulations and shall be responsible on any equipment used and lab security during my presence.

Requested by : Name : Date : Signature	Recommendation by (Supervisor/Lecturer): Name : Signature: Stamp:
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**Remarks**

**For Office Use Only**

Approved by (Science Officer)	Person in Charge (Lab Assistant)
Name : Signature : Stamp :	Name : Signature & stamp : Date :

**Sample run by:**

Quote No.:  
Memo No.: