Advanced Microscopy Facility (AMF) User Agreement

I agree that:

☐ I must be trained on equipment that I wish to use and will ONLY use equipment on which I have been trained.

☐ I understand that data older than six months will be deleted from AMF computers and that therefore it is my responsibility to archive data securely.

☐ I agree that the AMF bears NO responsibility for lost data, regardless of the time period, and that data storage and safekeeping is the responsibility of the end user.

☐ I understand that when I book the confocal microscope I must use it ONLY for the time booked and that:

  o I will be charged, at minimum, for the booked time. Should no other users have booked the next time slots, it may be possible—with permission of the AMF Manager—to use the confocal microscope beyond the booked time, in which case, I will be charged for my total usage time.

  o Repeated use of the confocal microscope beyond booked times, without approval, will result in loss of AMF usage privileges.

☐ To cancel or modify your booking, please contact the AMF manager (Arlene Oatway; arlene.oatway@ualberta.ca). No charge will be applied for bookings cancelled at least 24 hours in advance. No charge will be applied for cancellations due to circumstances beyond the users' control (e.g., users' sickness). Failure to show up without explanation will result in charging for the entire booked time slot.

☐ I will follow all safety requirements of the AMF (detailed at: http://www.biology.ualberta.ca/facilities/microscopy/?Page=111309) and acknowledge that failure to do so may result in losing access to the AMF.

☐ I agree to consider acknowledging the AMF in all works published with data generated at the AMF.

Sign below to indicate your agreement with the above conditions and provide a speedcode for initial AMF charges:

_____   _____   _____   _____
End User (print)   *Signature*   *Department/Organization*   *Date*

_____   _____   _____   _____
Supervisor (print)   *Signature*   *Speedcode*   *Date*