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| 1. James Clark Hall Instructional Laboratories   User Registration Form | Logo and Brand Standards: Office of Trademarks and Licensing Branding  Guidelines |

# General Information

|  |  |
| --- | --- |
| User first name: |  |
| User Last name: |  |
| User UID: |  |
| User's UMD email address: |  |
| Department: |  |
| User's main PI's name: |  |

**User Agreement**

By signing this registration form the user and their PI agree to the following:

• To have the right to receive training to use the desired equipment

• To justify the use of the equipment and/or rooms

• To use the Google scheduler to reserve a room and/or equipment

• To provide consumables required to run the equipment and/or use a lab

• To adhere to safe practices when operating the equipment and/or using a lab

• To notify immediately the lab manager if the room and/or equipment is not in working condition before starting to use it

• To notify immediately the lab manager of any problem encountered while using the equipment

• To only operate equipment that the user has been trained on

• To be aware of the limitations and sample requirements of the equipment in use

• To PAY FOR ANY REPAIRS needed as a consequence of improper use of the equipment

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| --- | --- | --- | --- | --- |
|  |  |  |  |  |
| Signature |  |  | Name |  |
|  | User’s Signature |  |  | PI’s signature |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date of Signature |  |  |  |  |  |
|  | MM |  | DD |  | YY |

Please email this form to **aldop@umd.edu** and make sure that both the user and PI are included when sent.