

2018 REGISTERED USER REQUEST FORM BOSCH INSTITUTE ADVANCED MICROSCOPY FACILITY



2018 AMF REGISTERED USERS ARE DEFINED AS THOSE PEOPLE WHO HAVE COMPLETED THIS 2018 REGISTRATION FORM AND WHO HAVE AGREED TO PAY THE 2018 ACCESS FEE. A 2018 REGISTRATION FORM AND PAYMENT OF ACCESS FEE MUST BE COMPLETED FOR **EACH USER** FOR EACH FACILITY AND FOR EACH CALENDAR YEAR. MEMBERS OF THE UNIVERSITY OF SYDNEY WILL PAY AN ACCESS FEE OF \$595 (EX GST). MEMBERS OF THE FIVE DISCIPLINES OF THE SCHOOL OF MEDICAL SCIENCES (ANATOMY, BIOMEDICAL SCIENCES, PATHOLOGY, PHARMACOLOGY, PHYSIOLOGY) WILL BE ELIGIBLE FOR THE DISCOUNTED RATE OF \$418. ALL OTHERS MUST PAY THE EXTERNAL USER FEE OF \$1500 (EX GST).

NOTE: ALL AMF REGISTERED USERS MUST UNDERTAKE APPROPRIATE TRAINING BEFORE USING THE FACILITY – DETAILS OF TRAINING SESSIONS CAN BE OBTAINED FROM THE AMF OFFICER. IN THE EVENT THAT SOMEONE IS FOUND TO HAVE MISUSED THE FACILITY, ACCESS WILL BE TERMINATED IMMEDIATELY. PLEASE READ TERMS AND CONDITIONS BELOW.

Training Required

Microscope/Software	Tick if training required in 2018	Please indicate dates for training
ZEISS LSM 510 Meta Confocal Microscope		
Leica SPEII Confocal Microscope		
ZEISS Decon FL and TL Microscope		
Olympus StereoInvestigator Microscope		
Nuance Multi-Spectral Imaging System		
PALM Laser Microdissection and Optical Tweezers		
ZEISS AxioScan.Z1 FL and TL Slide-Scanning Microscope		
Multi-Photon TriM Scope II		
LaVision Light-Sheet Ultramicroscope		
ZEISS LSM 800 plus AIRYSCAN		
Life Canvas Automated Tissue Clearing		
Imaris		
MetaMorph		

Terms and conditions – please check boxes

- The Registered User has requested access to the Bosch Institute Advanced Microscopy Facility in the Anderson Stuart Building, F13 at the University of Sydney and understands that this access is non-transferable to another user.
- The Registered User will undertake appropriate training with the Microscopy Officer **prior to using specialised equipment and/or areas.**
- The Registered User will at all times follow all rules and procedures for the use of the facility including the wearing of any required safety clothing, if appropriate.
- The Registered User will be responsible for the general maintenance and cleanliness of the equipment and areas being used including the safe disposal of any waste materials.
- The Registered User will report any accidents or misuse of the Facility to the Facility Manager within 24 h.
- The Registered User will **NOT allow access to non-registered users** without prior arrangement with the Facility Manager.
- The Registered User will ensure that this form includes a **delegated authorised signature** (your supervisor or labhead) in the Access Fee Payment – Journal Transfer section below.
- The Registered user understands that in the event that you breach any of the obligations under this Agreement, the Bosch Institute is entitled to terminate this agreement without notice.

- As a registered user, you will acknowledge the Bosch AMF on **all publications and presentations resulting from its use**, and, if appropriate, the Facility Officer should also be acknowledged. The official acknowledgement format is as follows: "The authors acknowledge the support received from the Bosch Institute Advanced Microscopy Facility, and the expert help of Facility staff, especially [insert name/s]....."
- You have informed the Facility Manager of the submission, acceptance or publication of any manuscripts resulting from the use the Bosch Advanced Microscopy Facility in previous years (ie. 2017 onwards).
- It is recommended that the registered User should request, if they do not already have, access to sufficient digital data storage space on the [Research Data Store \(RDS\)](#) at the University of Sydney (or an equivalent datastore) in order to store all data acquired through use of the Bosch Advanced Microscopy Facility.

Agreement

I agree to the above terms and conditions. If you have not checked all boxes, your access may not be granted.

Name _____ Signed _____ Date _____

Your Details (in capital letters)

Title: _____ **Surname:** _____ **Given Name:** _____

Staff/Student ID: _____ **Position:** _____

Research Laboratory: _____

Location: _____

Contact No: _____ **Email:** _____

Duration of access: _____ to 31 January 2019 6 months only (after July 1)

Name of Supervisor: _____

Discipline/School/Faculty/Institute: _____

Have you completed the Training Requirements? Yes No

Annual Fee for School of Medical Sciences Member is \$418 per Core Facility.
 Annual Fee for Member of the University of Sydney is \$595 (ex GST) per Core Facility.
 Annual Fee for External User is \$1500 (ex GST) per Core Facility.
 Fees run for Calendar Year. After July 1, Fees drop to 60% of Annual Fee.
 Three months access available on request only at cost of one-third of Annual Fee.

Access Fee Payment - Journal Transfer (in capital letters)

I _____ from the Discipline of _____

Endorse the journal transfer of from my account code:

Amount: \$418 \$595 \$1500 Other _____

Journal Transfer **RC:** _____ **Project:** _____ **Analysis:** _____

Invoice Please (GST applies). If requested an invoice then, please include name and invoice address (in full) of payer and provide a purchase order (if required):

Signed by payer or account holder (eg. Supervisor, HoD): _____ **Date:** _____

To be completed by the Bosch Microscopy Officer:

AMF User Database: _____

Card Access: _____

Journal Transfer/Invoice: _____

PPMS/Publications _____