



**BMIF CLEM
LABORATORY**
SERVICE REQUEST FORM



UNSW
A U S T R A L I A

USER DETAILS
(ALL USER AND ACCOUNT FIELDS ARE MANDATORY)

Incomplete forms will delay processing

Name:

Mobile/Phone:

Email:

Supervisor:

I am a UNSW Researcher / Student (please complete below)

UNSW zID :

Faculty/School:

Payment is by UNSW account. Please complete fund, dept id and project no. details below

Fund: Dept ID: Project No:

Account Owner Name:
(if different from Supervisor Name above)

I am an External User (please complete below)

Organisation:

Department/Unit:

Address (optional):

.....

Payment is by tax invoice (we will issue a tax invoice for payment)

Project:

Please describe the project you want to undertake

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.....

SAMPLE DETAILS

Yes **No** Fixed Samples

Yes **No** Live Samples

Yes **No** Cell Line, eg. ATCC® No....., type..... adherent/suspension

Yes **No** Tissue, animal or human ethics No....., type.....

Yes **No** Viral transfected cells of tissue?
– if yes, provide approved NLRD **or** Exempt Dealings

JOB DETAILS

Sample fixation:

Chemical (Glutaraldehyde/Paraformaldehyde)

No# Samples:.....

CLEM 35 mm dishes with GRID

No# dishes:.....

Yes **No** BMIF staff assisted confocal Imaging required?

No# of samples:.....

Cryo-Fixation

No# Samples:.....

Leica ICE high pressure freezing

6mm copper planchettes:

No# samples:.....

6mm sapphire disks:

No# samples:.....

Yes **No** Automated freeze substitution required?

No# of samples:.....

Sample EM Post fixation:

Yes **No** Microwave assisted EM processing required
 Yes **No** AFS2 – automated freeze substitution

Describe protocol:

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Additional details:.....

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TERMS and CONDITIONS:

The BMIF CLEM laboratory is a PC2 facility; only non-radioactive risk group 2 organisms will be accepted for processing. Viral transfected cell lines or tissues derived from GMOs MUST no longer be viable.

Samples must be provided to the BSP lab in a sealed specimen container labelled with your contact details and appropriate safety label(s).

Once completed you will be notified by a BMIF staff member that your samples are ready for collection.

DECLARATION:

I.....(user) have read and understood the above listed sample limitations (PC2 samples only) and Terms and conditions. I have informed my supervisor of the prices listed on this form for processing my samples, and we agree to pay for the service outlined accordingly.

Signature:

Date:

Charges for CLEM Services

BSP Grouping	Protocol	Price (Ex GST) (UNSW User/Partner)	Price (Ex GST) (External User)	Job
CLEM	Electron Microscopy Processing (fixation, EM post fixation, embedding)	\$5.00	\$9.00	Per Sample
	Biowave use	\$15.00	\$27.00	Per Hour
	35mm GRID dish	\$10.00	\$18.00	Per Sample
	EM Chemical Processing	\$5.00	\$9.00	Per Sample
	Apex DAB Reaction	\$5.00	\$9.00	Per Tablet (4 Samples)
	Leica ICE 6mm Planchettes	\$20.00	\$36.00	Per Sample
	Leica ICE 6mm Sapphires	\$60.00	\$108.00	Per Sample
	Leica ICE Run Rate	\$50.00	\$90.00	Per Hour
	Leica AFS2 Run Rate	\$50.00	\$90.00	Per Day (24 hours)
	Cryo Preparation Subscription (Yearly)	\$1,500.00	N/A	Includes unlimited use of EM ICE, AFS2 and Biowave within the calendar year (1st Jan to 31st Dec) Does not include consumables (i.e. grids, planchettes, sapphire disks)

BSP USE ONLY

Date Accepted	Accepting Officer	Total No.# Samples	Total No.# Slides	Special Requirements?	Date Completed	Completion Officer