|  |  |  |
| --- | --- | --- |
| **User Information** |  | **Date:** |
| \*Name | : |  |
| \*Designation | : |  |
| \*Affiliation | : |  |
| \*Address for communication | : |  |
| \*Department/School/Centre | : |  |
| \*Bill to be address to | : |  |
| \*Phone Number | : |  |
| \*E-mail Address | : |  |

Certified that the sample submitted belong to the user mentioned above. I agree to acknowledge the usage of the facility in all publications arising out of the usage of the SAIF, IIEST, Shibpur, Howrah facility. The details of publications will be intimated to the SAIF.

Signature with date and Seal (Director/Principal/HOD/Supervisor)

|  |  |  |
| --- | --- | --- |
| **Sample Information** | | |
| \*Sample Code | : |  |
| Molecular formula (if known) | : |  |
| \*Sensitive to moisture, light, heat etc. | : |  |
| \*Liquid Nitrogen Required (Please Tick) | : | YES NO |
| \*Service Required (Please Tick) | : | Data Collection Only |
|  |  | Data Collection and Data Reduction both |
| Any Other Information | : |  |

Columns marked \* must be filled to ensure quick processing of samples. Reports will be released only after payment is received.

**Charge(s) for the measurement(s) can be paid through NEFT to the Project Account, A/c No. 1532010005180 of** [**Punjab National Bank (PNB)**](https://www.askbankifsccode.com/PUNJAB-NATIONAL-BANK)**, BESUS Branch (IFS Code: PUNB0153220,  Branch Code: 53220). Payment also can be paid directly to the** [**Punjab National Bank (PNB)**](https://www.askbankifsccode.com/PUNJAB-NATIONAL-BANK)**, BESUS Branch filling requisite challan available at website.** Sample along with bank transfer document/deposit slip should be sent / submitted to the **In-Charge of HRMS, SAIF, IIEST, Shibpur, College Road, Botanic Garden, Howrah - 711 103.**

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**Ref. No. Date: Verified by:**

**Analysis Date: Signature of the Operator:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**