REQUEST FOR TRAINING OR ACCESS TO
HELIOS 660 FIB/SEM DUAL BEAM MICROSCOPE

*It is a requirement that those wishing to be trained and use the Helios 660 SEM/FIB have previous SEM training*

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<tr>
<th>Name:</th>
<th>Account or grant number (against which microscope time will be charged):</th>
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<tbody>
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<td>Group &amp; Dept/Institute:</td>
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<td>Date:</td>
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<td>E-mail address:</td>
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<td>Rice ID:</td>
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Please give a brief description of the project. Include details of what type of specimens you will be investigating, and what type of information you hope to obtain from FIB/SEM. Attach more details on a separate sheet if needed.

When you would wish for the training to commence?

What previous FIB/SEM or SEM experience do you have? Which microscopes are you familiar with, and at what level (e.g. how many years’ experience do you have, which techniques have you used, etc)? Also please attach pdfs of any of your relevant publications.

Will you need help processing and analysing your results?

*Please return this form to both Prof. Emilie Ringe (er12@rice.edu) and Dr Hua Guo (hg23@rice.edu).*
New User Information Sheet

Date: __________________________

Instrument: ___________________________________________________________

First and Last Name_________________________ ID #: ______________________

Department: ___________________________________________________________

Phone Extension: _______________________________________________________

E-mail Address: _________________________________________________________

Mail Stop: _____________________________________________________________

Fund/Org. to charge for instrument use: ___________________________________

Advisor: __________________________________________________________________

If you have already been trained, who trained you? ___________________________

RETURN FORM TO MERI DIX IN BRC-218 OR INTEROFFICE MAIL, MS680, OR SCAN AND EMAIL TO meri.c.dix@rice.edu.
RICE UNIVERSITY SHARED EQUIPMENT AUTHORITY
EQUIPMENT USE AGREEMENT
[For use by Rice Faculty, Students and Staff members]

Rice User Name (first and last): ___________________________________________

Rice Faculty Sponsor/Advisor Name (User’s Sponsor): _________________________

Rice User’s Department: __________________________________________________

Equipment to be Used: (List all instruments that you want to use even if you will not use them at this
time.): ________________________________________________________________

Purpose of Equipment Use (Research) (Provide Fund/Org): _____________________

User desires to use the Equipment in the Facilities for the Research on the Schedule (all as set forth
above), and in consideration thereof, User hereby acknowledges and agrees as follows:

Usage Scope: User shall only use the Equipment in the Facilities for the Research on the Schedule, and
any changes thereto shall be coordinated with and approved by a representative of the Rice Shared
Equipment Authority (Rice SEA). Should additional instruments be requested for use or a user change
group or advisor, an additional agreement must be submitted.

Qualification and Standard Care: Prior to using the Equipment and Facilities, User shall have the
necessary knowledge, abilities, training, skills and experience to use the Equipment and Facilities in the
proper manner and for their intended purpose. When using the Equipment and Facilities, User shall act in
a professional manner, consistent with prevailing industry standards and practices.

Compliance with Law and Rice Policy: When using the Equipment and the Facilities, User shall
comply with all applicable federal, state and local statutes, regulations, codes, ordinances, as well as all
applicable Rice policies and procedures.

Usage Costs and Expenses: User shall be responsible and liable for any and all costs and expenses
related to User’s use of the Equipment and the Facilities. The Rice SEA will determine the costs and
expenses applicable to User’s use of the Equipment and the Facilities for the Research, and will provide
User with an invoice therefore. If User is a student, User's Sponsor or User's Department will be
invoiced. Payment will be made electronically by billing the fund provided by the user of user’s advisor.

Liability for Damage or Loss: User shall be responsible and liable for any and all costs, expenses or
charges that the Rice SEA may incur or assess for the repair or replacement of the Equipment or the
Facilities as a result of damage or loss caused by User’s intentional or negligent acts or omissions.

I have read and understand the provisions of this Agreement, and I agree to use the Equipment in the
Facilities for the Research on the Schedule, upon and subject to the provisions hereof. By signing up on
the Web Schedule and by signing in the Logbooks, you are agreeing to the terms of this document.

Signature of User              Signature of User's Advisor/Sponsor if
_________________________________     other than User.

Date:

Accepted and Approved by the Rice Shared Equipment Authority

Signature of Rice SEA Representative              Date