



Laboratory Service Request Form

To: **Laboratory Facility Management Service Centre**

G/F, Energy Tower 2, 13 West Avenue,
Hong Kong Science Park, Shatin, N.T..
Tel: 2639 8739 Fax: 2639 8103

Please read the notes carefully before completing this form. All items should be complete in BLOCK LETTERS.

Part A: (To be completed by Applicant)

Request application for:

- | | | |
|--------------------------|-----------------------------|---|
| <input type="checkbox"/> | Compressed Air 4 Bar | HK0.01/litre (Charging according to energy meter) |
| <input type="checkbox"/> | Compressed Air 7 Bar | HK0.01/litre (Charging according to energy meter) |
| <input type="checkbox"/> | Nitrogen Gas 5.5 Bar | HK0.05/litre (Charging according to energy meter) |
| <input type="checkbox"/> | Carbon Dioxide Gas 4 Bar | HK0.08/litre (Charging according to energy meter) |
| <input type="checkbox"/> | Purified Water / D.I. water | HK0.06/litre (Charging according to energy meter) |
| <input type="checkbox"/> | Vacuum System | |

Applicant name: _____

Contact person & no.: _____

Applicant's E-mail address: _____

Apply Location: _____
_____ (Bldg., Floor, and Location)

Billing Address: _____

Date of Request: _____

Request to apply from: _____ (Date & Time)

Company's Chop &

Authorized signature: _____

Details of Chemicals will be discharged in the Lab. Drain (Inorganic only, spent acid - Not containing heavy metals, spent alkali - Not containing heavy metals):

- Remarks:
1. Charging is on monthly basis and no refund for the earlier termination.
 2. LFMS will inspect the installation, and shall grant or refuse to grant approval to the applicant in writing within 14 working days from receipt of the application.
 3. The effective quantity of totalizer of all technical gases flow-meters is the total of SUM plus OVERFLOW. SUM quantity is represented by a floating-point number consisting of max. 7 digits, each time as SUM quantity run over 9,999,999 Liters will count as 1 OVERFLOW and SUM flow will re-start counting from zero automatically. (i.e. 1 OVERFLOW = 10,000,000 Liters)
 4. Chemical discharge should meet the licensing requirements of EDP.



To be continue...P.2
Emergency Contact List

Name	Emergency Contact Number & Email

Part B: For LFMS office use only

Accepted / Rejected: _____

Comments: _____

Handled by: _____

Signature: _____

Application received on: _____