



Else Kooi Laboratory

Access Request Form

Name:

IF NOT TUDELFT
Affiliation

IF TU DELFT

Student/Personnel number:

Faculty

Department

Section

To be filled in by TU Delft budgetholder:

DIM1

DIM2

Projectcode

Start Date of Access:

End Date of Access:

New Request

Baan/Project code Mutation

End date Mutation

Other Mutation

Access is requested for

Class 100

Class 10000

Pavilion

Cryo Lab

THz Lab

Other:

By signing this form the undersigned agree with the following:

Article 1 - On signing the Access Request Form, the applicant may benefit from the hospitality offered by the Delft University of Technology (TU Delft), subject to the respective conditions.

Article 2 - The undersigned agrees to subject him/her-self to the rules and regulations (e.g. safety and environment) as laid down by the TU Delft.

Article 3 - The undersigned agrees to follow the instructions given by EKL staff (cleanroom regulations, working with chemicals and equipment)

Article 4 - The undersigned agrees furthermore to indemnify the TU Delft of any detriments and/or liabilities as a result of a violation of the articles 2 and 3.

Article 5 - The undersigned agrees that the access to the EKL facilities, that will be implemented in his campus-card, or in case he has no campus-card, in his EKL visitor-card, is strictly personal and that his card will not be used to give other people access

Article 6 - The undersigned accepts that in case of violation of any of the above articles his access to the EKL facilities will be revoked.

Article 7 - The undersigned accepts that the data he or she supplied to EKL will be saved in the EKL database. Only authorized personnel can access this data.

Article 8 - If the undersigned has a TU Delft affiliation, the supervisor declares that the given Baancode is correct and valid and that he accepts that the lab work will be billed to this Baancode. He declares that he will report a change of the Baancode as soon as possible to the EKL administration.

- The Budget Responsible person agrees to notify EKL immediately if The Budget Responsible person revokes the undersigned's authorisation to access the EKL facilities to the account of the given Baancode.

- The Budget Responsible person agrees that EKL continues to cross-charge costs of use to the given Baancode until the access rights have been revoked.

Article 9 - The supervisor declares that, if the applicant is a non-EU citizen, the applicant is legally staying in the EU and has a work permit.

Article 10 - The (employer of the) undersigned agrees to indemnify TU Delft against liability related to the Foreign Nationals Employment Act and related laws and regulation, resulting from actions or negligence by the visitor and/or by third parties engaged by the client.

Article 11 - The undersigned agrees that EKL uses camera surveillance for prevention and analysis regarding security, safety, and operations.

The Guest

The Supervisor

The Budget Holder**

Name

Name

Name

Signature

Signature

Signature

Date

Date

Date

** This is the person in your faculty / department who is responsible for the budget

Please send this signed access form to: info@ekl.tudelft.nl