

SCHOOL OF CHEMICAL SCIENCES

LOAN FORM FOR LABORATORY EQUIPMENT / GLASSWARE / TOOL

1. APPLICANT I)ETA	IL .	
NAME :			
MATRIX NO. :	<u></u>		
SECTION :			
CONTACT NO. :			
EMAIL:			
ADDRESS			
2. PROGRAM/CO	OLIDE	E OE CTUDY	
2. PROGRAM/CO	JUKS	E OF STUDY	
PROGRAM	:		
UNDERGRADUATE	:	1/2/3/4	
(YEAR)			
POSTGRADUATE	:	MIX MODE / RESEARCH	
(MODE)			
YEAR	•	1/2/3/4/5	
VENUE TO BE USEI) :		
(ROOM NO. AND			
NAME)			
3. DESCRIPTIO	N OF	REQUEST	
LOAN PERIOD	:		
(DATE)			=
Maximum 6 months or grant active period	t		
SUPERVISOR	:		

No.	Description	Asset code (if applicable)	Loca tion	Qty	Received by (sign)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Item Return Record				
(Fill in by store staff)				
Qty	Date	Remark / Item condition	Received by (sign)	

4. DECLARATION		
I	. Matrix No.	. have fully read, understand
I and agree to abide to the SOP and rules & r / Tool" failing which School of Chemical hold full responsibility for any circumsta period.	Sciences, Universiti Sains Malaysia holds	the right to penalize me. I agree to
Signature		
Date:		
5. APPROVAL		
Agreed by Academic Supervisor	Acknowledged by Science Officer (Section)	
Signature :	Signature :	
Name :	Name :	
Date :	Date :	
6. CONFIRMATION OF RETURN (S	CHOOL OF CHEMICAL SCIENCES	STORE)
Confirmation of Application	Acknowledged by Store Staff	
Signature:	Signature:	
Name :	Name :	
Date :	Date :	
Review by Science Officer:		
Signature :		
Name :		
Date :		