化工系紫外線光譜儀（V-550）使用申請單

No. _____

日期：　　年　　月　　日　　時　至　　年　　月　　日　　時

實驗條件：

自備零件及樣品說明（需自備拭鏡紙與 **UV Cell**）：

1. **借用人在借用期間若因操作不當造成儀器或其配件損壞或遺失，並影響後續使用者之借用權益，需自行負擔相關賠償責任”**
2. **使用前需先於「儀器保養維護記錄簿」登記，使用後務必確實清潔並將儀器及其配件歸位。初次違規者，將停止個人使用權一個月；如再犯，將視情節加重處分，停權期間可能為一學期、一年，甚至永久停止使用。違規情節嚴重者，亦可能連帶影響該實驗室之使用權限。**
3. 本系使用者需繳儀器維修基金：100 元/天（自操），140 元/天+330 元/小時（委測/教學）。一學期年繳滿 **10000** 元者，則該學年內不需再行繳交。關於儀器維修基金之繳交，本系使用者得於次一學年開始之兩月內繳清，未繳清前，不得再借用該儀器。校內外系$400 元/樣品，校外研究單位$800 元/樣品，校外營利機構$1200 元/樣品，以上費用另加收 330 元/小時（委測/教學）。
4. 如欲取消已登記的使用時間，應至少在 24 小時前通知技術員，否則即取消該次使用權利，且照常收費，並縮短其往後登記使用該儀器之最長期限。
5. 嚴禁自行移動儀器之任何元件與在設備上自行加裝輔助裝置，所有類似操作僅能由技術員或 Superuser 進行。違者，禁止再使用該儀器。

*本儀器無指定 Superuser，使用者於操作前應詳閱操作手冊

*本儀器目前負責之老師為 何明樺(E2-304)

☐**本人已詳閱並同意上述內容並願遵守精密儀器及常用設備管理辦法。**

借用人簽名：_____

指導教授簽名：_____

儀器負責老師意見及簽名：_____

外系或外校申請者，請化工系主任簽名：_____

Registration form for UV/VIS Spectrometer (V-550)

Description of Parts and Samples Provided by User (Users must bring their own lens tissue and UV cells):

1. During the borrowing period, if the user causes damage to or loss of the instrument or its accessories due to improper operation, thereby affecting the borrowing rights of subsequent users, the borrower shall bear full responsibility for compensation.

2. Before use, users must sign in on the "Instrument Maintenance and Service Logbook." After use, the instrument and its accessories must be thoroughly cleaned and returned to their proper places. For a first violation, the user's access rights will be suspended for one month. Repeated violations will result in heavier penalties depending on the severity of the case, including suspension for one semester, one year, or even permanent revocation of access. Serious violations may also affect the usage privileges of the entire laboratory.

3. Department users are required to pay an instrument maintenance fund:

   - NT$100/day (self-operation)
   - NT$140/day + NT$330/hour (assisted testing/training)

   If the total annual payment reaches NT$10,000 within one academic year, no further payment is required for that year. Department users may complete payment within the first two months of the following academic year; until payment is completed, further borrowing of the instrument is not permitted.

   For users from other departments within the university: NT$400/sample
   For external research institutions: NT$800/sample
   For external commercial organizations: NT$1,200/sample
   The above fees are subject to an additional NT$ 330/hour charge for assisted testing/training.

4. If a registered usage period needs to be canceled, the user must notify the technician at least 24 hours in advance. Otherwise, the reserved session will be canceled, normal charges will still apply, and the maximum allowable future reservation period for that user will be shortened.

5. Moving any component of the instrument or installing auxiliary devices on the equipment without authorization is strictly prohibited. Such operations may only be carried out by the technician or Superuser. Violators will be prohibited from using the instrument again.

* This instrument has no designated Superuser. Users must carefully read the operation manual before use.

* The professor currently in charge of this instrument is Ming-Hua Ho (E2-304).

☐ I have read and agree to the above terms and am willing to comply with the regulations for the management of precision instruments and general equipment.

User's Signature: _____

Advisor's Signature: _____

Comments and Signature of the Responsible Faculty Member: _____

For applicants from other departments or institutions, please obtain the signature of the Chair of the Department of Chemical Engineering: _____