QUT Central Analytical Research Facility

v4.0

Quotation/Analysis/Training Request Form

Any Sample

Office use only:

Date of meeting/submission	
CARF reference	
Number of samples submitted	
CARF instrument	
CARF analyst/trainer	

Please return this form along with your sample(s) to the following location:

Attn: CARF sample submission [Tag: PROTEO]
Queensland University of Technology
Level 6, P Block, 2 George Street, Brisbane QLD 4000
AUSTRALIA

Your details:

Person preparing samples	
Position	
Faculty / School / Company	
Address	
Mobile phone	
E-mail	Professional account only
Primary supervisor	All students must provide the name and email address of their principal supervisor
E-mail	Professional account only

Project details:

Estimated number of samples (per year) ☐

Estimated start date ☐ Estimated end date 10 working days

Payment details:

Is person preparing samples member of SEF? Yes ☐ No ☐

Is this a commercial project? Yes ☐ No ☐
Must tick 'Yes' for projects with 10 working days turnaround time

Objective of analysis:

Composition	☐	Structure elucidation	☐	PTM study	☐
Quantitation	☐	Mass determination	☐	Isoform/isomer separation	☐

If known, specify acquisition method (i.e. scan type and parameters, quantitation method)

Type of analysis:

Direct ESI	☐	LC-MS (with column)	☐	Other (specify)	☐
Direct EI	☐	GC-MS (with column)	☐		

If known, specify instrument configuration (i.e. column type, sample introduction mode)

Sample details:

#	Sample ID (as labelled on the tubes)	Sample source/composition (i.e. chemical synthesis, tissue type, treatment group, species)	Target analytes (incl. molecular formula and estimated concentration in ppm/fmol)	Suitable solvents (for washing, diluting and eluting)
1				
2				
NEGATIVE CONTROL SAMPLE				

If more samples, please continue in the 'comments' section at the bottom of the last page.

Samples instrument-ready?
If 'No' sample preparation fee will be charged

Yes ☐ No ☐

Samples have been (or will be) prepared using:

Sample storage	RT	☐	4 °C	☐	-20 °C	☐
Left over sample If 'Return' shipping fee will be charged	Will be collected	☐	Dispose	☐	Return	☐

Office use only:

CARF resources	
Client resources	
Service requested	☐ Basic training in data acquisition and data analysis ☐ Sample prep ☐ Data acquisition ☐ Report/Data analysis ☐ Method development
Estimated cost	

Acknowledgement / citation agreement

Users of CARF Analytical Services agree to the following conditions:

- Where appropriate contributions have been made, such as assistance in method development and/or in data analysis, CARF staff should be recognised as authors
  (see QUT authorship Policy at http://www.mopp.qut.edu.au/D/D_02_06.jsp#D_02_06.08.mdoc).

- Research undertaken in part or in full utilizing CARF instrumentation or other facilities should carry the acknowledgement:
  "(Some of) The data reported in this paper were obtained at the Central Analytical Research Facility operated by the Institute for Future Environments (QUT)…."

- Where a researcher is a member of SEF the following should also be added:
  "…Access to CARF is supported by generous funding from the Science and Engineering Faculty (QUT)."

- Completion of laboratory induction and registration with CARF booking system is mandatory prior accessing instrumentation.

Completion of this section indicates your agreement to the above conditions and any potential fees associated with using/accessing CARF.

Signature

_____ Date _____/_____/_____

(and agreement to conditions)

Comments:

Type here any comments regarding expected result or result of previous analysis.
Include recommended method from literature (i.e. published MRM transitions, mobile phases, limits of detection) plus relevant reference.
Also provide information about any known/expected interferences, isobaric/isomeric compounds that need to be resolved and expected problems.