



**Notes:**

1. The form must be submitted 7 DAYS before the use of laboratory
2. Maximum booking period is 1 week only
3. Please write your name in the laboratory log book on each occasion
4. No OT allowed for Teaching and Central Laboratory
5. Faculty has the right to cancel all OTs that have been approved

	<b>Prepared by</b>	<b>Approved by</b>
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Official Stamp		
Date	<b>17/3/19</b>	<b>18/3/2019</b>
Laboratory/ area:	T02	