

# Curtin

UNIVERSITY OF TECHNOLOGY

## APPLICATION FOR LABORATORY SPACE IN BUILDING 300 (Jan 08-Dec-08)

<b>Employee ID</b>		<b>School/area</b>	
<b>FAMILY NAME</b>			<b>Title</b> Mr/Mrs/Dr/Prof
<b>FIRST NAME</b>			
<b>Telephone No.(work)</b>			
<b>Telephone number (after hours)</b>			
<b>E-mail Address</b>			

### SPACE ALLOCATION

<b>Bench space needed i.e. Number of people</b>			
<b>OGTR category of work</b>		<b>Animal User</b>	<b>Yes/No</b>
<b>AEC approval number (if applicable)</b>			
<b>*Term required (Max- 12 months)</b>			
<b>IBC Approval number</b>			
<b>Brief description of work</b>			

\* Space allocation runs over the 12 month calendar year and is renewable in January of the following year.

**Head of School Signature** .....

**Facility Manager Signature** .....

## NOTES

1. Completed forms should be returned to Beng Chua, Office of R and D; e-mail: [B.Chua@curtin.edu.au](mailto:B.Chua@curtin.edu.au)
2. Requests for space should come from supervisors to include members of their research groups.
3. Requests for space allocation from external users and in the event of restricted space will be discussed at Facility Management Committee meetings Users will be notified of the outcome of their application within one week of the meeting.