



Nanoscale Research Facility

Room No. 116, Block-VI,
Indian Institute of Technology Delhi,
Hauz Khas, New Delhi - 110016
Tel: 011 2659 6784



Characterization and Fabrication Request Form (For External Users)

A list of equipments is available on the NRF website: <http://nano.iitd.ac.in/>

Please read the instructions given overleaf carefully.

Name of the requestor: _____

Designation: _____ Category: (B. Tech, M. Tech, PhD, Faculty, etc.) _____

Mobile: _____ E-mail: _____

Affiliation (with complete address): _____

Equipment required: _____ No. of samples: _____

Sample details (size, material, form, etc.): _____

Sample preparation required (If any) _____ Toxic: (YES/NO) _____

Additional Information: _____

Name & Sign of Guide/Supervisor: _____

For office use:

Name & Sign of Faculty in-charge: _____

Total charge for measurement _____ (**Charges per sample X no. of sample + 18% GST**)

Payment Ref. Number: _____

Proposed date of measurement: _____ Actual date of measurement: _____

Name & sign of TA/Operator: _____

Instructions for users:

A. Booking and Payment

- ❖ Please print the characterization laboratory request form and e-mail the duly filled and signed form to NRF at: nrf@physics.iitd.ac.in
- ❖ Once approved, the user will be notified and requested to prepare demand draft for payment.
- ❖ The charges for usage of various equipment's are mentioned at: <http://nrf.iitd.ac.in/userchargeslist.pdf>
- ❖ For the payment, a demand draft in the favour of "**Registrar IIT Delhi**" payable at Delhi can be sent along with the duly filled and signed application form to the following address: **Prof Neeraj Khare, Room No. - 116, Block - VI, Nanoscale Research Facility, Indian Institute of Technology Delhi, Hauz Khas, New Delhi - 110016.**
- ❖ The application form along with demand draft can also be submitted to the NRF office by hand.
- ❖ Once payment is verified, the date and time of measurement will be notified to the user by e-mail.

B. Measurement

- ❖ Please provide maximum information regarding the samples to avoid any confusion.
- ❖ If the measurement cannot be carried out due to issues related to the sample (e.g. size, material, etc.), it will be the responsibility of the user.
- ❖ Booking will be cancelled if the user fails to bring the samples.
- ❖ **Data will be provided in CD.** USB pen-drives are not allowed.
- ❖ If the results are used in a publication, the following statement should be added in the acknowledgement, "The use of characterization facility at Nanoscale Research Facility (NRF), Indian Institute of Technology Delhi, New Delhi, is gratefully acknowledged".