



## INTERNAL INSTRUMENT USE AGREEMENT

For use by Rice faculty, students, and staff

### User Information

Name of Rice User (first and last): \_\_\_\_\_

Rice faculty sponsor/advisor name (user's sponsor): \_\_\_\_\_

Equipment to be used (including instruments you plan to use in the future): \_\_\_\_\_

Purpose of equipment use (Research) (Project #, Fac Fund #, or COA): \_\_\_\_\_

### Agreement

User desires to use the Equipment in the Facilities for the research on the schedule (all as set forth above), and in consideration thereof, user hereby acknowledges and agrees as follows:

**Usage Scope:** User shall only use the Equipment in the Facilities for the Research on the Schedule, and any changes thereto shall be coordinated with and approved by a representative of the Genetic Design and Engineering Center (GDEC). Should additional instruments be requested for use or a user change group or advisor, an additional agreement must be submitted.

**Qualification and Standard Care:** Prior to using the Equipment and Facilities, User shall have the necessary knowledge, abilities, training, skills, and experience to use the Equipment and Facilities in the proper manner and for their intended purpose. When using the Equipment and Facilities, User shall act in a professional manner, consistent with prevailing industry standards and practices.

**Compliance with Law and Rice Policy:** When using the Equipment and the Facilities, User shall comply with all applicable federal, state, and local statutes, regulations, codes, ordinances, as well as all applicable Rice policies and procedures.

**Usage Costs and Expenses:** User shall be responsible and liable for any and all costs and expenses related to user's use of the Equipment and the Facilities. The Rice GDEC will determine the costs and expenses applicable to User's use of the Equipment and the Facilities for the research, and will provide User with an invoice therefore. If User is a student, User's sponsor or User's department will be invoiced. Payment will be made electronically by billing the fund provided by the user of User's advisor.

**Liability for Damage or Loss:** User shall be responsible and liable for any and all costs, expenses or charges that the Rice GDEC may incur or assess for the repair or replacement of the Equipment or the Facilities as a result of damage or loss caused by user's intentional or negligent acts or omissions.

### Signature

I have read and understand the provisions of this Agreement, and I agree to use the Equipment in the Facilities for the Research on the Schedule, upon and subject to the provisions hereof. By signing up on the Web Schedule and by signing in the Logbooks, you are agreeing to the terms of this document.

User Signature: \_\_\_\_\_

Date: \_\_\_\_\_

PI/Sponsor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Accepted and Approved by the Rice GDEC

GDEC representative signature: \_\_\_\_\_

Date: \_\_\_\_\_