

UI400 RESERVATION PROTOCOL

Revised 21 June 2013; DLO

<u>DAY/TIME</u>	<u>SLOT INTERVAL</u>	<u>SIGN-UP BEGINS</u>	<u>SIGN-UP FOR UNRESERVED TIME BEGINS</u>
DAILY			
8 a.m. – 12 Noon	2 hr/day	24 hrs before	8 a.m. daily, max 2 consecutive slots If you need > 4 hrs, contact D. Olson
12 Noon – 4 p.m.	30-min max	24 hrs before	8 a.m. daily; Rush Hour: no exceptions
4 p.m. – 8 p.m.	2 hr/day	24 hrs before	8 a.m. daily, max 2 consecutive slots If you need > 4 hrs, contact D. Olson
8 p.m. – 8 a.m.	Unlimited	24 hrs before	24 hours before

- 1) Any reservation practices intended to circumvent the rules will be canceled without notice.
Please call to the attention of the NMR Staff any illegal reservations. They will be cancelled without notice.
Sign-up exceptions can be made by the Staff.
- 2) The Director of the SCS NMR Lab is the final arbitrator of all scheduling disputes.