Instrumentation Lab Order Form

Please return finished glass to:

Miami University
Instrumentation Laboratory (IL)
75 Hughes Hall
Oxford, OH 45056

Bill Lack (Director, IL)
Phone: 513-529-7216
Fax: 513-529-7212
Email: lackwe@muohio.edu

User Contact Information:

Primary Investigator: ____________________________
Requestor: ____________________________
Department: ____________________________
Phone: ____________________________
Email: ____________________________

Work Request: ____________________________
________________________
________________________
________________________
(Attach any required drawings or instructions.)

Date Required By: ____________________________

Please call or fax confirmation of receipt of order within 24 hours to Miami University Instrumentation Laboratory.

When invoicing, labor and materials costs must be listed separately for each item.

If total order is less than $1000.00, contact Bill Lack for credit card info for payment. (Disregard if prior arrangements have been made.)

For questions regarding work being performed, contact the primary investigator or requestor. For questions involving payment, contact Bill Lack.