

LAF Service Request Form

Please read the LAF Service Manual for service scopes and costs.

Please fill in the form appropriately and return the file by emailing to apcf@ust.hk using your HKUST email account.

Advanced requisition is required for our proper preparation and delivery of services. LAF may contact service requester for request.

User Information

User Name:	AEP#:	Important note: The budget holder (PI) must be notified for this service requisition	
Contact Tel:	HKUST email:		
PI Name:	Department:		
Funding:	RGC/UGC	Non-RGC/UCG Government projects	Industrial Contracts

Services (*delete options as appropriate)

Service Type	Items (please click on the check box, tick if required)	Qty	Details (please provide if required) (e.g. quantity, time, location and other relevant information)
Mouse Supply - C57BL/6J (4-week-old; Qty<30)	Male		Expected Delivery Date: (to be confirmed by LAF staff)
	Female		Delivery Location: Zone L / H / J * Room#
	Any Sex		Please contact LAF staff for any special requests, e.g. standing order, younger mice, pregnant mice, quantity>30, etc.
Colony Management & Experimental Assistance	Ear Disc Collection (Room#)		
	Weaning (Room#)		
	Set Mating (Room#)		
	Separate Mating Pair (Room#)		
	Birth Checking (Room#)		
	Mating Plug Checking (Room#)		
	Other Experimental Assistance (please specify)		
Embryology, Reproductive Assistance & Transgenesis	Pronuclei (DNA) Microinjection		Please contact LAF to discuss the details and arrangement of the request.
	Cytoplasmic (CRISPR RNA) Microinjection		
	Strain Rederivation / Revival *		
	Cryopreservatio (Embryo / Sperm*)		
	<i>in vitro</i> fertilization (IVF)		
	Other items (please specify)		
Miscellaneous	Operation Theatre Usage (including anesthesia and assistance)		
	Drug supply		
	Animal Importation/ Exportation From: To:		
	Other Items (please specify)		