



國家同步輻射研究中心用戶服務需求表
NSRRC User Service Request Form

U18e

Applicant		User ID		Date	/
Affiliation/Dept.		Contact phone no.			
E-mail		Mobile phone no.			
Status	<input type="checkbox"/> P. I. <input type="checkbox"/> General user (P. I.'s name _____) <input type="checkbox"/> Outside vendor/supplier				
User service items					
Item	Description	Form	Submit	UAO	
<input type="checkbox"/> Non-office hours service (Normal day: Office hours Mon.-Fri. 8:30-16:30)		U16e	Expected arrival date: /		
User card	<input type="checkbox"/> Apply: <input type="checkbox"/> Pick up: Passport required (If all the necessary documents are ready before 16:00, user card can be picked up on the same day; otherwise, user card can be picked up the next day before noon)	U1e	<input type="checkbox"/> Apply online <input type="checkbox"/> Safety training <input type="checkbox"/> Join project <input type="checkbox"/> Photo	<input type="checkbox"/> Souvenir	
	<input type="checkbox"/> Lost: Passport required	U11c	<input type="checkbox"/> Apply online <input type="checkbox"/> Safety training <input type="checkbox"/> NT\$500 <input type="checkbox"/> Photo		
	<input type="checkbox"/> International user <input type="radio"/> Pick up (Visiting NSRRC for experiment) <input type="radio"/> Return (When leaving NSRRC, please return user card to User Administration Office for management purpose)			Pick up date: / Return date: /	
	<input type="checkbox"/> Monthly paid photocopy application (Approval from P. I. is needed; charges incurred will be paid by the applicant)	U3e	<input type="checkbox"/> Apply online		
<input type="checkbox"/> Free safety training booklet and CD request (Request quantity: _____)				<input type="checkbox"/> Complete information	
Subvention	<input type="checkbox"/> Subvention application during experiment period (For PEC proposals: max. of 4 persons; for non PEC proposals or reserved beamlines: max. of 20 days/person/cycle) <input type="radio"/> Student <input type="radio"/> Assistant <input type="radio"/> Post-Doc.	U2e	<input type="checkbox"/> Apply online	<input type="checkbox"/> Approved	
Guesthouse	<input type="checkbox"/> Guesthouse reservation	U17e	<input type="checkbox"/> Apply online		
	<input type="checkbox"/> Cancellation/Refund (1 day before actual check in date; however for discount room rate, 7 days in advance is required)	U14e	<input type="checkbox"/> Apply offline		
	<input type="checkbox"/> Adjustment/Refund (due to NSRRC's factors) <input type="checkbox"/> Payment <input type="checkbox"/> Check in (between 2 p.m. and 4:30 p.m. on check in date)	U6e	<input type="checkbox"/> Amount NT\$ _____	<input type="checkbox"/> Invoice title Pick up date: /	

Date format: mm/dd

Date created: 03/31/2006

Car	<input type="checkbox"/> User's parking permit for cars and motorcycles (2 working days)	U5c	<input type="checkbox"/> NT\$500 (Deposit) <input type="checkbox"/> Photocopy of valid driver's license and car registration	<input type="checkbox"/> Receipt Pick up date: /
	<input type="checkbox"/> Borrow bicycle (From ___ / ___ to ___ / ___)			Return date: /
<input type="checkbox"/> Borrow Internet cable (From ___ / ___ to ___ / ___)				Return date: /
<input type="checkbox"/> Dosimeter-Mr. Fu-Dong Chang , Room: E341, Ext.3341				
<input type="checkbox"/> Borrow spare parts/Machine shop, beamline support-Mr. Jwei-Ming Juang, Room: E277/E176, Ext.7216/7214				
Proposal	<input type="checkbox"/> New proposal <input type="checkbox"/> Continued proposal <input type="checkbox"/> Other: <input type="radio"/> Neutron <input type="radio"/> Nano	A1e A3e	<input type="checkbox"/> Apply online <input type="checkbox"/> Apply online <input type="checkbox"/> Apply offline	
	<input type="checkbox"/> Experiment Investigator Authorization Letter	U15e	<input type="checkbox"/> P. I. will not pick up user card	Submit date: /
<input type="checkbox"/> Experimental Safety Approval Form		A2e	<input type="checkbox"/> Online submission before experiment starts	
Storage ring	<input type="checkbox"/> Short term public office application (For professor/visiting scholars/P.I., Room E362 and E364) <input type="checkbox"/> User public office (E267, E357, E359, and E361)	U7e U8e	Period of use: / to /	
	<input type="checkbox"/> Storage ring office/lab. application (For users who expect to stay at NSRRC for a long period of time) (Application is open twice a year: April and October)	U9c	Submit date: /	
	<input type="checkbox"/> Storage ring E113 user mailbox application (For users who expect to stay at NSRRC for a long period of time)	U13e	Submit date: /	
	<input type="checkbox"/> Storage ring office/lab. telephone service request (Approval from P. I. is needed; charges incurred will be paid by the applicant)		Complete form	
Other related request(s), please specify: _____ _____				
Remark				

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