

## Seahorse User Guidelines

1. Be prompt and ensure that your run is completed within your reserved time slot.
2. If you are late in starting your run and you overlap with someone who is scheduled after you, your run may be stopped, regardless of run completion, and you will still be charged for the use.
3. If you no longer need your time slot, please remove your reservation promptly. If you fail to remove an unneeded reserved time slot prior to its start, you will be charged, regardless of actual use.
4. Do not reserve machine for use by others, including your fellow lab members. Any interested users should contact the core directly for calendar access.
5. You will be charged in 3 hour time blocks. A typical run takes around 2 hours. If you need and/or reserve the machine for longer than 3 hours you will be charged for an additional run.
6. You can prepare your plate at a bench area in the core. Please bring your own supplies (ie pipettors, tips, etc).
7. You are responsible for the prompt disposal and removal of your plate after your experiment. Please take the plate back to your lab for appropriate disposal.
8. Please fill out a service request form each time you use the.
9. Please be courteous and respectful to other users.