

Equipment Rental Rate Card & Booking Terms

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This document sets out the current hourly rental rates for instruments operated by Veyra Institute Core Facilities, together with booking terms, cancellation policy, and access requirements. Rates are denominated in Veyra Credits (cr). For queries contact the Services Desk or your designated Facility Manager.

1. Full Rate Card

Rates apply per instrument-hour or per node-hour (GPU Cluster). All bookings are invoiced at the applicable category rate. Internal users are Veyra staff, graduate students, and postdoctoral researchers on active VIAS projects. External users are all others, including industry, partner universities, and visiting researchers.

Instrument	Code	Internal (cr/hr)	External (cr/hr)	Facility
Cryo Transmission Electron Microscope	EM-200	95	240	Advanced Microscopy Centre
600 MHz NMR Spectrometer	NMR-600	60	150	Spectroscopy & Analytical Core
High-Resolution Mass Spectrometer	MS-Q9	70	175	Spectroscopy & Analytical Core
Integrated Photonics Test Bench	PH-12	55	130	QPS Instrumentation Suite
Meridian GPU Cluster (per node)	HPC-MER	18	44	Meridian HPC Cluster
Environmental Simulation Chamber	ENV-3	40	95	ECS Field & Lab Suite
Confocal Microscope	MIC-7	48	120	Advanced Microscopy Centre
Nanofabrication Cleanroom (bay)	CLN-2	80	200	Cleanroom & Nanofabrication Facility

cr = Veyra Credits (internal billing unit). 1 cr is not redeemable for cash. Credits are issued against active project accounts administered by Research Finance.

2. Instrument Notes

EM-200 — Cryo Transmission Electron Microscope

The Veyra CryoTEM delivers sub-2 Å resolution in vitrified-sample imaging mode. Bookings must be made at least 5 working days in advance. Sample preparation training (4 hr module, code FAC-EM-01) is prerequisite for all first-time users. Maximum continuous booking: 8 hr. Overnight sessions require supervisor countersignature.

NMR-600 — 600 MHz NMR Spectrometer

Liquid- and solid-state NMR. Standard nuclei: ¹H, ¹³C, ³¹P, ¹⁵N, ¹⁹F. Cryoprobe fitted; booking for cryoprobe use requires Spectroscopy Core Manager approval. Maximum sample queue: 12 samples per session. Solvent restrictions apply (see Facility SOP NMR-SOP-07).

MS-Q9 — High-Resolution Mass Spectrometer

ESI/APCI/MALDI source, Orbitrap mass analyser, mass range 50–6,000 Da, resolving power 120,000 FWHM at m/z 200. User-operated sessions require completion of MS training module FAC-MS-02. Service-mode submission (operator-run) adds a handling surcharge of 25 cr/sample.

PH-12 — Integrated Photonics Test Bench

Tunable laser sources (1260–1650 nm), fibre array probe station, vector network analyser, lock-in amplifier chain. Suitable for waveguide characterization, ring resonator Q-factor measurement, and electro-optic modulator testing. Bookings under 2 hr are rounded up to 2 hr minimum.

HPC-MER — Meridian GPU Cluster (per node)

2,400 nodes total; each node carries 4 × VX-A100 accelerators (80 GB HBM each), dual 32-core CPU, 512 GB RAM, 100 Gbps InfiniBand. Job submission via SLURM. External users receive a dedicated allocation block; rate applies per node-hour consumed. Storage: 10 TB scratch per project (purged after 90 days).

ENV-3 — Environmental Simulation Chamber

Walk-in chamber: 3.2 m × 2.1 m × 2.4 m. Temperature range -40 °C to $+80$ °C, humidity 5–98% RH, UV irradiation array, gas dosing ports (N₂, CO₂, O₃). Bookings must include a completed Hazard Assessment (form FAC-ENV-HA). Cryogenic sessions (below -20 °C) require two-person rule.

MIC-7 — Confocal Microscope

Laser lines: 405, 488, 561, 640 nm. Objectives: 10×, 20×, 40×, 63× (oil). FLIM module available (additional 15 cr/hr). Live-cell incubation stage available on request. Fluorescent dye compatibility list maintained by the Microscopy Manager.

CLN-2 — Nanofabrication Cleanroom (bay)

ISO Class 5 (Class 100) cleanroom. Bay allocation includes access to spin coater, e-beam evaporator, reactive ion etcher, and profilometer. Gowning training (module FAC-CLN-01, 2 hr) mandatory. Minimum booking: 4 hr bay. Chemical inventory and waste disposal subject to Facility Hazardous Materials Protocol HMP-2024-v2.

3. Booking Terms

3.1 Booking Method

All bookings are made via the Veyra Facility Portal at portal.veyra.example/equipment. Walk-in use is not permitted. Bookings may be made up to 8 weeks in advance. Priority slots for internal users open 4 weeks ahead; external users may book from 2 weeks ahead.

3.2 Minimum and Maximum Durations

Minimum booking durations vary by instrument (see Section 2). Maximum single booking is 8 hr for most instruments; 16 hr blocks available by negotiation with the relevant Facility Manager. GPU Cluster jobs may run up to 72 hr under standard allocations; longer runs require a pre-approved HPC project.

3.3 Eligibility

Internal users must hold a valid VIAS staff, postdoctoral, or graduate student appointment and have an active cost centre. External users must complete an External User Agreement (form SERV-EUA-01) and provide a purchase order or pre-payment confirmation before booking confirmation is issued.

3.4 Health & Safety

All users must hold current facility induction clearance for the relevant instrument. Clearances expire after 24 months and must be renewed. The Institute reserves the right to deny access to any user who has not completed mandatory safety modules or who has received a facility access warning within the preceding 12 months.

3.5 Assisted vs. Self-Use Sessions

Certain instruments (EM-200, MS-Q9 service mode, CLN-2) may be operated in assisted mode, where a trained Facility Officer operates the instrument on behalf of the user. The self-use rate applies in full; assisted-mode sessions carry an additional operator fee of 40 cr/hr, billed separately.

3.6 Rate Review

Rates are reviewed annually in November and take effect on 1 January. Users on multi-year institutional agreements retain locked rates for the duration of the agreement. Ad-hoc bookings are always billed at the current rate.

4. Cancellation Policy

Cancellation charges apply to confirmed bookings as follows. Charges are billed to the cost centre or purchase order associated with the booking.

Notice given before session start	Charge
More than 5 working days	No charge
3–5 working days	25% of booked session value
1–2 working days	50% of booked session value
Less than 24 hours	100% of booked session value
No-show (no notice given)	100% + re-booking restriction (30 days)

Cancellations due to instrument failure or scheduled maintenance will not be charged. Force-majeure cancellations (illness, bereavement) may be waived at the discretion of the Services Desk upon supporting documentation.

5. Access Requirements & Contact

Training modules

Facility-specific training is mandatory for self-use sessions. Modules are listed in the Facility Portal under My Training. Allow 5–10 working days for clearance to be updated after module completion.

COSHH & risk assessment

For sessions involving chemical, biological, or radiological materials, a completed risk assessment must be attached to the booking at least 48 hr before the session. Bookings without the required documentation will be suspended.

Out-of-hours access

Sessions running after 18:00 or before 08:00 require prior written approval from the Facility Manager and the on-call Safety Officer. A campus escort must be arranged through Security (ext. 0888).

Contact

Services Desk: +0 (200) 555-0188, Monday–Friday 08:30–17:30. Email: equipment@veyra.example. For urgent issues during sessions, contact the on-duty Facility Officer via the internal paging system (pager 4477).

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